

**Neha Soni**

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**SharePoint & office 365 Developer**

## Professional Summary

- ❖ Having 4 years of Experience as a software developer and more than a year of experience in Microsoft SharePoint and office 365.
- ❖ Good knowledge in creating UI based on HTML5, CSS3 and JavaScript based code
- ❖ Having knowledge and hands-on experience in JavaScript and REST API based code writing and content editor web part creation in classic SharePoint mode for SharePoint 2013 and Office 365.
- ❖ Having knowledge and hands-on experience in SPFx based web parts creation in Office 365 using React JS and SPFx controls
- ❖ Worked on Power Apps, Power Automate, Microsoft Forms and Microsoft Teams based applications
- ❖ Having some knowledge and hands-on experience in ASP.NET and C# based code writing and SharePoint 2013 web part creation.
- ❖ Good Experience in software development life cycle and worked on agile as well as scrum based projects.
- ❖ Experience in production support and resolving End User issues.
- ❖ Involved in Migration of SharePoint Server from 2007 to 2010, and from SharePoint 2016 to Office 365.
- ❖ Involved in Migration of on-premises file share to Microsoft Teams
- ❖ Knowledge on SharePoint Server 2010, 2013, 2016 and Office 365.
- ❖ Knowledge in PowerShell and creation of server based utilities.
- ❖ Experience on Third Party Migration Tool i.e., ShareGate.
- ❖ Experience in Deployments of Solution packages, custom workflows, custom web parts, Master pages, custom site templates from stage to production servers.
- ❖ Experience in SQL Server 2008 R2/2012 R2 Database Installation and Configuration.

## Education

- ❖ MBA (Masters in Business Analytics) from Liverpool John Moores University in 2022
- ❖ PG (Postgraduate in Business Analytics) from Institute of Management Technology, Ghaziabad in 2021
- ❖ English language and literature ESL Level 3 from Middlesex County college in 2019
- ❖ B. Com (Bachelors in Commerce) from VPM R.Z.Shah College in 2013
- ❖ SSC from Don Bosco School in 2008

## Technical Proficiency

SharePoint Technologies	Office 365, Power Apps, Power Automate, SP PNP JS SharePoint Server 2016/ 2013/ 2010/ MOSS 2007
Front End	JavaScript, React JS, Angular JS, HTML5, CSS3
Microsoft Office	Office 2007, InfoPath 2010, SharePoint Designer 2013/2010, Excel/ Word/ Visio
Database	MS-SQL Server 2008 R2/2012 R2
Web Servers	Internet Information Server (IIS 8.0/7.5)
Operating Systems	Windows 8.1/ 10 /Server 2012 /2008 R2
Third Party Tools	Fiddler, Postman, Prime NG, SPFx PNP controls, ShareGate
Command Line Tools	STSADM, PowerShell

## Work History

- Worked as a Search Engine Optimization consultant in Jaro Education in Mumbai from June 2013 till November 2013.
- Worked as a software engineer in Lanxess India Private Limited in Mumbai head office from December 2013 till March 2017.
- Worked as a SharePoint contractor at NGenious Solutions Inc. from December 2021 and presently working

## Certificates

- Advanced styling with responsive design from the University of Michigan
- Interactivity with JavaScript from the University of Michigan
- Introduction to HTML5 from the University of Michigan
- Introduction to CSS3 JavaScript from the University of Michigan
- Building and EPR system for start ups using Google Sheet from Coursera
- IELTS (International English Language Testing System – Score of 6.5 in reading, writing, listening and speaking)

## Professional Experience

### Project# 1

Company	NGenious Solutions Inc
Role	SharePoint Consultant
Duration	June 2022 – November 2022
Environment	SharePoint 2016 on-premises and Office 365

**Description:** End client is Light house electric involved in offering electrical services for security, testing and fire alarm-based services.

#### **My Responsibilities:**

- Involved in Migration from SharePoint On-Premises and file shares to Cloud (O365) using ShareGate tool.
- Redesign the Intranet sites using OOB web parts in SharePoint online.
- Creating site collections, sub sites and teams and channels based on the user requirement.
- Fixing the post migration issues and re-running the incremental (final) migration.

### Project# 2

Company	NGenious Solutions Inc
Role	SharePoint Consultant
Duration	April 2022 – October 2022
Environment	SharePoint 2016 on-premises and Office 365

**Description:** End client is also known as Tiffany's, a luxury jewelry and specialty retailer, headquartered on Fifth Avenue in Manhattan.

#### **My Responsibilities:**

- Involved in Migration from SharePoint On-Premises to Cloud (O365) using ShareGate tool for the entire farm involving many sites collections
- Worked on re-designing the UI based on custom SPFx based web parts
- Re-designing the workflows using Power Automate
- Created azure-based jobs for the server-side timer jobs
- Creation of custom navigation for the various departmental sites
- Interact with users either on email, call or through screen sharing
- Testing and fixing the post migration issues and re-running the incremental (final) migration.
- Support Customer requirements in a 24/7/365 environment and able to provide on-call support during outages occurring after hours (on rotating hours).

### **Project# 3**

Client	NGenious Solutions Inc
Role	SharePoint Consultant
Duration	March 2022 – May 2022
Environment	Office 365

**Description:** End client is in health care services known as Thundermist.

#### **My Responsibilities:**

- Created SharePoint sites and teams for the client
- Customized the lists, libraries, content types and site pages
- Created Power Apps based solutions for the client
- Created Microsoft Forms based survey forms
- Creation of Power Automate based workflows for the various departments

### **Project# 4**

Client	NGenious Solutions Inc.
Role	SharePoint Consultant
Duration	January 2022 – June 2022
Environment	SharePoint 2013

**Description:** End client is in health care services for reviewing the hospitals and providing surveys known as Greeley.

#### **My Responsibilities:**

- Working on JavaScript based content editor web part creation
- Worked on the automation of the site creation process
- Involved in the testing of the custom developed applications

**Project# 5**

Client	Lanxess, Germany (MA)
Role	Software Engineer
Duration	December 2013 - March 2017
Environment	SharePoint 2010, In-house applications

**Description:** Client is in chemical development and manufacturing industry.

**My Responsibilities:**

- Working on JavaScript based content editor web part creation
- Worked on the migration of the environment from Moss 2007 to SharePoint 2010
- Worked on re-creation of old workflows to SharePoint Designer based workflows
- Worked on creation of forms using InfoPath
- Worked on XSLT based web parts
- Worked on converting old server-based jobs to the C# based scheduler tasks
- Actively involved in client calls and providing support to Germany team

**Project# 6**

Client	Jaro Education, India (Mumbai)
Role	Jr. Software Engineer
Duration	June 2013 - November 2017
Environment	Wordpress

**Description:** Client is in the search engine optimization industry.

**My Responsibilities:**

- Working on content optimization for the web pages
- Worked on the content metadata and marketing to various platforms to make sure the website appears on the top of the search results for the various search engines
- Worked on WordPress and PHP based small applications

**Personal Details**

Sex	Female
Marital Status	Married
Languages Known	English, Marathi and Hindi