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| JeanJean.363438@2freemail.com  |  |  |
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| ExperiencesProject monitoring* Animation of progress meeting with the business
* Costing and planning
* Reviews of the quality of solution developments and realization of written and oral feedbacks.
* Interaction with Microsoft for the fixing of technical issues encountered during the realization of projects

Migration* Transfer of site collection from SharePoint 2007 to SharePoint 2013
* Upgrade of SharePoint 2010 online site collections to SharePoint 2013 online
* Writing, tests and validation of procedures of migration from SharePoint 2007 to SharePoint 2010

Change management* Writing of training documents in French or English for SharePoint 2010 and SharePoint 2013 sites
* Training sessions in French or English to teach users how to use SharePoint 2010 or SharePoint 2013

Integration* Automated deployment and administration of SharePoint sites in Office 365
* Automation of tasks in MS Access to update SharePoint lists
* Coupling of external data sources to SharePoint
* Integration of custom graphical or functional solutions in SharePoint 2010 or SharePoint 2013 sites
* Realization of evolutions of visual studio solutions

Writing of specifications * Writing in English of functional and technical specifications of SharePoint 2010 and SharePoint 2013 sites
 | **FIELDS OF EXPERTISE*** Automated deployment of solutions and administration of SharePoint online in Office 365
* Coupling of external data sources to SharePoint
* Integration of solutions in SharePoint 2010 or SharePoint 2013 sites
* Writing of training documents
* Oral training sessions
* Project monitoring
* Migration from SharePoint 2007 or 2010 to the 2013 version
* Writing of specifications

**SECTOR EXPERIENCE*** Distribution

**QUALIFICATION*** Executive “Mastère spécialisé Réseaux” from Télécom Paristech – 2011
* Diplôme d’ingénieur / Master’s degree in engineering from Ecole Centrale de Lille – 2010
* Good knowledge of English
* Basic German
* Born in 1987

**CERTIFICATION*** Core Solutions of Microsoft SharePoint Server 2013

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DETAIL OF PROFESSIONAL EXPERIENCES

* **CGI Business Consulting mission at Safran Aircraft Engine: creation of a exportation control system**

*From November 26th 2016 to now*

* To meet legal requirements, Safran Aircraft Engines (SAE) needs to establish the traceability of parts ordered to his suppliers. An application already exists internally at SAE which is used by the buyers to issue their orders. CGI Business Consulting has thus been mandated to create a system to allow each of the hundreds of SAE suppliers worldwide to answer to the requests issued to them. The user interfaces of the system would be integrated in the suppliers’ portal of Safran Group. In this context, participation in the collection of requirements then conception and development of the suppliers’ part of the application.
* Project follow-up
	+ Realization of the costing of the project
	+ Regular progress reports to the management
* Development
	+ Development of the user interfaces of the application.
	+ Integration of the developed interfaces into SharePoint
	+ Development of powershell scripts to manage the exchanges between the buyers’ part and the suppliers’ part of the application. The format of exchange is in DSV.
* **CGI Business Consulting mission at Tarkett: setup of a centralized digital asset management system**

*From June 20th 2016 to July 29th 2016*

* As its digital asset management system (DAM) was being deployed in production, Tarkett mandated us to accompany them in the realization of the automation of some processes related to the DAM. Thus we gained skills in the handling of the OpenText software, used as the basis of the DAM system, completed the implementation of custom Excel tools used to import tens of thousands of digital assets into the DAM and automated the synchronization processes between the DAM and other parts of the information system of Tarkett like its web site used to sell products to the public.
* Development
	+ Implementation of batch scripts which automatically transfert files and executes tools, which use the files, to synchronize the DAM system with other elements of the information system of Tarkett
* Deployment
	+ Skill gaining in the OpenText digital asset management solution
	+ Study and execution of custom Excel tools specially developed for this project
	+ Addition of custom functionalities to improve the existing Excel tools
* Documentation
	+ Documentation of the developed elements
	+ Rework and update of the documentation existing about the whole DAM system
* **CGI Business Consulting mission at Sodexo: setup of a system to share standard operation procedure documentation to site managers around the world**

*From May 4th 2015 to June 17th 2016*

* “OkDoc” project: setup in SharePoint online of a system to share standard operation procedure documents and videos from the Group. This documentation is destined to nearly 150000 collaborators working in approximately 35000 sites around the world. Accompaniment of a working group of a dozen subject matter experts from different countries to define the sharing system. Implementation of the specified solution and deployment of this latter in SharePoint online 2013.
* Project follow-up
	+ Participation in the definition of the governance of the project based on an agile approach
	+ Definition of the tasks, work packages and general planning of the project,
	+ Realization of presentations for the different workshops with the working group taking place every other week
	+ Collection and analysis of the information provided by the working group, submission of new questions, proposal of solutions and assessments with the project manager from the client side
	+ Writing of a product backlog and realization of the costing of the corresponding effort required.
* Integration
	+ Creation of a custom connector to be able to display in SalesForce documents and videos stored in SharePoint,
	+ Realization with javascript of custom functionalities to ease the setting of the metadata of the documents and videos: automated generation of a unique ID for the tracking of documents, automatic filling of some fields, localization of some labels of the user interface using the term store,
	+ Integration of basic elements of the corporate identity (colors, logo),
	+ Realization of mock ups used for demos to the working group performed every other week: configuration of site collections, content types, different lists and necessary libraries as well as the search.
* Deployment
	+ Realization of powershell scripts creating and configuring all the elements of the defined site templates. Those scripts use “SharePoint Management Shell” and “SharePoint client object model” commands.
* **CGI Business Consulting mission at IPSEN: creation of an intranet for the whole group**

*From February 23rd 2015 to March 10th 2015*

* Ipsen needed a global news and information sharing platform and commissioned CGI Business Consulting to realize its new corporate intranet. Within this context, realization of some of the SharePoint online developments in Office 365.
* Project follow-up
	+ Managed a team of three consultants for the realization of components displaying information (upcoming events, menu links, preferences and the sites followed by the user) dynamically following the country or the division of the user. The components are developed with javascript scripts.
* Integration
	+ Developed a news system: creation of metadata, dedicated page layouts and their associated content types,
	+ Customized news lists display through the creation of a XSL style for the rendering in the content query web part,
	+ Customized news lists display through the creation of a Javascript script overriding the rendering of the standard list view.
* **CGI Business Consulting mission at L’OREAL: creation of a SharePoint space dedicated to training**

*From January 9th to February 19th 2015*

* “My Learning CPD” project: addition to the Customer Product Division’s intranet of a space dedicated to training. The Customer Product Division has a separate platform dedicated to training and needs to promote the training material stored in this platform in its intranet hosted on its SharePoint platform.
* Integration
	+ Developed two “web parts” promoting the latest material published in the training space. One of the “web parts” is located on the intranet homepage. The other one is displayed on the homepage of the SharePoint training space
	+ Developed a “web part” putting forward the video of the week
	+ Integrated existing “web parts” in the SharePoint training space homepage
	+ Automated the configuration of all components and of the SharePoint search related to the training space
	+ Automated the creation of the necessary elements in order to allow direct use of the site after the roll-out in SharePoint. The elements are: columns, content types, pages, lists, libraries
	+ Added the elements to the scripts and set up the automatic roll-out tool (SharePoint Generator developed by CGI).
* Workshop
	+ Took part in the drafting of the solution proposal made to the client
	+ Took part in the workshop for the review and validation of the proposal.
* **CGI Business Consulting mission at Société Générale: migration from SharePoint 2007 to SharePoint 2013**

*From September 17th to December 12th 2014*

* “My Follow Up” project: this project portfolio management application is hosted on the SharePoint 2007 mutualized platform of Société Générale. The company wanted to dispose of this platform to benefit from the new functionalities and user experience of a SharePoint 2013 environment, so the migration of the application was necessary. The person responsible for the MS Access database, handling calculations performed on the entered data and updating the project portfolio lists, being about to end his mission, the business wanted his manual tasks to be automated. The business also wanted to automate other tasks. Automating these tasks would greatly improve the productivity of the people who enter the data in the application. Among the requested improvements, we can mention the automated filling of many fields out of the hundred values which have to be entered for each project. Several thousands of projects dispatched within 6 portfolios are managed through the application. The application was migrated to SharePoint 2013 and the requested evolutions have been developed and delivered to the client.
* Migration
	+ AvePoint’s tool DocAve used to transfer content and permissions from the SharePoint 2007 platform directly to the SharePoint 2013 one
	+ Designed Powershell scripts to automate post migration adjustments (creation and provisioning of lists, addition and configuration of webparts on some pages)
* Integration
	+ Customized the SharePoint field rendering template to have field descriptions displayed in an info-bubble in the creation and edition forms of SharePoint lists
	+ Used javascript to customize the rendering of specific fields and automatically fill in the field values in the creation and edition forms of SharePoint lists
	+ Set up a system enabling the administrators to choose the fields to be automatically filled for a project list item of a given portfolio
	+ Created event receivers to handle the automatic update of SharePoint list items based on predefined criteria
* Microsoft Office Access
	+ Automated manual tasks performed on the MS Access database to update SharePoint lists of the project portfolio management application
* **CGI Business Consulting mission at Safran Morpho: development of SharePoint 2013 Solutions**

*From April 7th to September 16th 2014*

* The “CCM” project: with the idea of reducing costs, the business wanted to dispose of his CRM MS Dynamics platform, but to keep the data stored in it about incidents signaled by clients and troubleshooting information. Hence the solution consisted in the import of the data in an external database and the use of the existing SharePoint platform to display, edit and search the imported data. The developments were done and a presentation of the working solution to the business was performed, yet the solution was not moved to production because the management finally decided otherwise.
* Integration
* Manipulated tables of an SQL Server 2012 database external to SharePoint
* Created stored procedures to automate the reading and writing operations on the external database
* Developed in C# a solution coupling SharePoint to the external data source: this coupling allowed reading and writing of the data stored in the external database from SharePoint
* The solution used the SharePoint “Business Connectivity Services” service
* Developed tools in VBA allowing the automated production of the code (SQL and C#) necessary to implement the coupling through the “Business Connectivity Services” SharePoint service
* **CGI Business Consulting mission at Sodexo: implementation of a custom SharePoint 2010 solution**

*From March 31st to April 4th 2014*

* The “E-Approval” project: in order to limit collaborators information access to the one they are allowed to see, Sodexo needed to automate the enforcement of the security policy after the addition of new content to the platform.
* Integration
	+ Created a solution containing a custom timer job which automatically assigns permissions to predefined SharePoint groups on list items
* Documentation
	+ Wrote the installation and configuration manual in English
* **CGI Business Consulting mission at Nexans: development of SharePoint 2010 Solutions**

*From January 2nd to February 28th 2014*

* The “EDM Quality” project: to improve collaboration and standardize the practices in its “Quality” entity, Nexans wanted to setup a site template comprehending basic information and elements common to all the projects of the entity. The web sites created with the template could have custom workflows activated on it. The workflows partially automated the document validation process and the automatic transfer of the validated documents to another SharePoint environment where they could be viewed by all the collaborators. The site template and the ability to configure the activation of the custom workflows were developed. The behavior of the custom workflows was also modified so that it could adapt to the different workflow activation configuration possible,
* The “Tenders and Projects” project: in order to have a centralized and cost effective management system for tenders and their possibly ensuing projects, Nexans wanted custom site templates comprehending custom functionalities to be created. The custom functionalities allowed the automated documents compilation related to the tender and an easier collaboration between the persons in charge of the tender. The documents were made of several thousand pages and their manual compilation of was taking several days. A thousand tenders were launched every year approximately. After the completion of the developments, the document compilation was taking just a few minutes. Participated to the project by developing the site template, the automatic configuration of the permissions to the created site through an Excel file and the automated generation of the summary of the compiled tender document,
* The “PMP” project: in order to have centralized information sharing spaces for the projects and to standardize the project management practices, the PMP entity wished to have a custom site template which will be used to create collaborative project sites on demand. Development of the project site template.
* Integration
* Developed custom workflow evolutions
* Developed custom functionalities: automatic export of documents from one library to another by clicking on a custom action button, writing of the contents of a SharePoint list into a word document, creation of SharePoint groups and assignment of group permissions for one site elements. The creation of groups, some site elements and the permission assignments were performed using information extracted from an excel file
* Developed custom site templates: fields, content types, lists, homepage, custom action buttons,
* Fixed anomalies found in the C# code of pages and workflows
* **CGI Business Consulting mission at Rexel: Portal Team**

*From November 12th 2012 to December 20th 2013*

* “REXEL Holdings USA Intranet” project: in order to improve the transmission of corporate information and favor digital collaboration within its departments, the “Communication” department of the American subsidiary of the firm mandated CGI Business Consulting to realize its intranet and host it on SharePoint online within Office 365. Participation to the project through the follow-up of developments made offshore and the integration of graphic elements. Running of a session to train the communication director of the subsidiary and his assistant to the administration of the intranet
* The “ONE” project: in need for a central space to share corporate communications worldwide and within the context of the renewal of its visual identity, Rexel mandated CGI Business Consulting to realize its new group intranet. Participation to the project through the writing of detailed functional and technical specifications of the intranet, the follow-up of developments performed at Bangalore in India, the acceptance tests and the running of progress meetings with the business,
* The “Rexelien” project: because of the change of Rexel’s visual identity and the obsolescence of the platform hosting its intranet, the French subsidiary of the firm mandated CGI Business Consulting to migrate its intranet from SharePoint 2007 to SharePoint 2010 and to apply the new graphic charter. The business took advantage of this migration to have new components developed to meet new specific requirements. Participation to the project through the realization of the contents migration, follow-up of the development of specific components realized in India, acceptance tests and training of the intranet managers to the use and the administration of the site in the SharePoint 2013 environment
* The “EWC” project: to be compliant with the new SharePoint online environment centralization policy of Rexel, the “EWC” entity mandated CGI Business Consulting to transfer his web contents to his dedicated space in the new SharePoint online shared environment. Realization of the detailed inventory of the contents and the permissions on the source platform and execution of the migration to the target platform,
* The “Intrarex” project: because of the change of Rexel’s visual identity and the obsolescence of the platform hosting its intranet, the Spanish subsidiary of the firm mandated CGI Business Consulting to migrate its intranet from SharePoint 2007 to SharePoint 2010 online. We also applied the new graphic charter and the requested components. Participation to the project through the realization of the migration of the contents , the modification of existing visual components to meet the specific requirements of the subsidiary and realization of the intranet administration training session on site in Spain,
* The “Legal” project: to facilitate the transmission of information and the collaboration between its members, the “Legal” department mandated CGI Business Consulting to realize a SharePoint online 2010 community
* “Treasury and Financing” project: the requirements and the context were similar to those of the “Legal” project. We set up, save a few details, the same elements for the “Treasury and financing” department
* The “Finland Intranet” project: following a need for a central source of information and to ease the collaboration within its departments, the Finnish subsidiary of Rexel mandated CGI Business Consulting to build its new intranet. The intranet should display the new graphic charter of the firm. Realization of the intranet by writing functional and technical specifications then adapting existing visual components to the requirements of the subsidiary. Realization of the training session for the “Communication” director of the subsidiary to the use and the administration of the intranet through a conference call
* The “Biznews” project: the requirements and the context were similar to those of the “Intrarex” project. We set up, save a few details, the same elements for the “Bizline” subsidiary,
* The “Corporate Communication” project: the “communication” department of Rexel identified a need for a central platform to share information about the thousands of public events Rexel takes part into. We suggested the use of a SharePoint space where events would be recorded with predefined metadata to classify them. An advanced search system would allow to easily find the events. Realization of the space configuration in SharePoint Online and contact with Microsoft support to solve the event indexing problems encountered while setting up the search system,
* The “Intranet CZ” project: the requirements and the context were similar to those of the “Finland intranet” project. We set up, save a few details, the same elements for the “Czech Republic” subsidiary,
* Writing of functional and technical specifications in English
* Change Management
* Writing of training documents in English
* Realization of training sessions to site administrators (one trip to Spain) or through conference calls held in English,
* Project monitoring
* Business: facilitated progress meetings,
* Development Team: reviewed the solution developments quality and realized written and oral feedbacks
* Product editor: interacted with Microsoft for the fixing of technical issues encountered during the realization of projects
* Integration
* Integrated custom graphical or functional solutions in SharePoint 2010 or SharePoint 2013 sites
* Fixing of graphical bugs
* Realized evolutions of visual studio solutions
* Configuration of SharePoint
* Configured intranets and communities under SharePoint 2010 and SharePoint 2013
* Managed O365 users
* Was the SharePoint referent within the competence center
* **Logica Business Consulting mission at SODEXO: Migration of Sodexo sites from SharePoint 2007 to SharePoint 2010**

*From August 20th 2012 to September 28th 2012*

* Because of the obsolescence of its SharePoint 2007 platform and in order to profit from the new functionalities and the better user experience offered by SharePoint 2010, Sodexo decided to perform a migration of contents and custom functionalities. Participation to the migration tests, migration procedure writing and written procedure test. The platform is migrated to SharePoint 2010.
* Wrote a migration procedure including
* Installation of SharePoint 2010,
* Migration of content databases,
* Installation of custom solutions,
* Installation of certificates for encrypted access to migrated sites,
* Set up of secure access through « https »
* Tested and validated a migration procedure

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| QUALIFICATION |
| ***2010 - 2011*** | Executive specialized master in “Networks” from Télécom Paristech - à temps partiel à Télécom Paristech. 3 jours de cours tous les 15 jours jusqu’à fin juin 2011 suivi d’un stage à temps plein. |
| ***2007- 2010*** | “Diplôme d’ingénieur / Master’s” degree in engineering from Ecole Centrale de Lille. Followed the “Waves, Nanotechnologies and Télécommunications” option during the last year. |
| ***2005 - 2007*** | “Classes préparatoires aux grandes écoles”: spent first year in Paris at the “Lycée Paul Eluard” and the second year in Lyon at the “Lycée du Parc” |
| ***1998 - 2005*** | “Prytanée Militaire de Saint-Louis”: 7 years of secondary and high school studies sanctioned by an A-Level degree in a “Mathematics and Physics major” option obtained with distinction. |

MISCELLANEOUS

* **English:** fluent,
* **German:** basic.
* **Certification:** Core Solutions of Microsoft SharePoint Server 2013

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