**CAI Contact**

Patricia Bowler

Phone:

Email ID:

**<Candidate Name>**

### Skills

Please use this table to list the skills noted in the **Required/Desired** section of the requirement. In addition, please respond with the years of experience for each skill **and** the last time each skill was used. Add or delete rows as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Skill | Required | years req | Years Used | Last Used |
| Previous experience as a SharePoint or Microsoft Power Platform Developer/Architect | Required | 5 |  |  |
| Developing custom SharePoint and Microsoft Power Platform solutions | Required | 5 |  |  |
| Implementing records and document management systems | Required | 3 |  |  |
| Creating complex workflows and business processes using Power Automate | Required | 3 |  |  |
| Ability to manage Microsoft 365 Security and Compliance Center | Required | 3 |  |  |
| Experience with SharePoint site creation, UI/UX design, document library configuration, view creation, and metadata management | Required | 3 |  |  |
| Proficiency with Power Platform Components (PowerApps, Power Automate/Flow, Power BI, Power Pages, etc), Migration manager, etc. | Required | 3 |  |  |
| Preferred: | Required |  |  |  |
| In-depth understanding of SharePoint in a records management, information governance or compliance role ideally with strong Records Management knowhow | Highly desired | 2 |  |  |
| In-depth understanding of the Microsoft Azure, Azure Active Directory, and O365 platforms | Desired | 2 |  |  |
| BA/BS (or equivalent experience), 5+ years of experience | Desired | 5 |  |  |
| Microsoft Certified: Power Platform | Highly desired | 2 |  |  |
| Exam SC-900: Microsoft Security, Compliance, and Identity Fundamentals | Desired | 2 |  |  |
| Exam MS-500: Microsoft 365 Security Administration | Desired | 2 |  |  |
| Experience with Agile/Scrum methodologies | Desired | 2 |  |  |