

CV: Larry Saytee

Email: larry.saytee@email.com | Mobile: 07791842745 | City: London

PROFILE @ <https://uk.linkedin.com/in/larrysaytee>

A dedicated Microsoft 365 (M365) and SharePoint (SP) professional with 15+ years of experience. His passion lies in helping organisations leverage the full potential of M365 and SP to achieve their goals and objectives. With a deep understanding of M365 and SPO, he delivers tailored solutions that enhances collaboration, streamline workflows, and improve productivity.

He stays updated with the latest trends and updates in the M365 and SP ecosystem as well as contributes to the relevant online communities by posting informative articles primarily on his [Personal Blog](#) and on [LinkedIn](#).

ACHIEVEMENTS: Real World Applications

Ability to bring value to users by turning around their perception of SP. Add value to colleagues, teams, departments etc. by reducing administrative time and costs through automating business processes, while ensuring continuous improvements in services. His skill set are as follows:

- M365 – Power Platform (Power Apps, Power Automate, Power BI, Copilot)
- M365 Admin on Azure – Security, SharePoint Online, OneDrive, Teams, Yammer
- SharePoint Online Dev: Modern pages, PnP Modern Search, Web Parts with SPFx
- On-Premises development: SharePoint Designer, Web Parts with JSOM in Visual Studio

PROFESSIONAL TRAINING:

- Exam PL-900 – 02/08/2024: [Microsoft Certified: Power Platform Fundamentals](#)
- Self-Study – 21/12/2023: “Microsoft Azure Fundamentals (AZ-900)”
- Udemy – 27/05/2022: “React Tutorial and Projects Course”
- Udemy – 02/09/2021: “Build Timesheet Solution with PowerApps and SharePoint”

HIGHER EDUCATION:

- University of Northumbria at Newcastle: 1997 to 2000
- HND and BSc. (Hons.) – Business Information Technology
- Newcastle College: 1996 to 1997: Business Information Technology courses

RELEVANT TECHNICAL SKILLS

#	Technology	Stars	Months	Description
1	M365/SharePoint/Power Platform	★★★★☆	33	Assignment # 4,7,10
2	SharePoint Framework (SPFx)	★★☆☆☆	12	Assignment # 1
3	SP Server 2016, 2013, 2010	★★★★★	94	Assignment # 1,2,3,4,5,6,7,9,10
4	PowerShell	★★★★★	97	Assignment # 1,2,5,6,7,8,9,10
5	Project	★★★★★	94	Assignment # 1,2,3,4,5,9

CV: Larry Saytee

Email: larry.saytee@email.com | Mobile: 07791842745 | City: London

ACHIEVEMENTS: Real World Applications

These are broken down into recent and past projects. They are listed order of recent at the top.

Project #	1
Company/Employer	Edda.lu (recruitment agency)
Dates (months)	April 2019 – Currently
Client	Research Executive Agency (REA) – European Commission
Location	Brussels, Belgium

Assignment details:

Headset Booking solution; This is a Canvas App frontend f Power Automate flow for booking a timeslot for collecting headsets. Bookings are stored in the M365 Dataverse with a Model Driven App back end. The app was originally built with CSS/HTML/JavaScript, had been fully migrated to Power Apps (Canvas app – connectors: SharePoint, Office365Users, etc.) and Power Automate.

Staff Timesheet solution: This is a Canvas App for contractors to record their daily/weekly work. The app was originally built with JavaScript and Angular.js and was migrated to Power Platform namely Power Apps (Canvas app – connectors: SharePoint, Office365Users, Office365Outlook) and Power Automate (the app was designed and developed independently).

M365 Migration (transition);

- Participate in weekly team meetings and planning.
- Part of a team that supports the strategy for SharePoint migration and M365 adaptation.
- A go to expert for various M365 Apps such as Teams, SharePoint, Forms, Power Platform.
- MS Forms surveys etc. for the purpose of information gathering, assessment, and planning.

Various Web Parts: Developing and deploying various SPFx (with React) web parts on SharePoint Online sites for examples: Accordion, Data Table, News Banner, etc.

Role – M365/SharePoint Solutions Architect: Responsibilities.

As a M365/SharePoint Solutions Architect, he is primarily responsible for the technical migration of legacy apps (developed on SharePoint On-Premises and other third-party tools) by recreating them in the new M365 environment. He is responsible for data analysis and design, development, as well as documentation and writing up user guides for end-users.

He is responsible for auditing content, structure, apps and communicating that to stake holders' pre-migration. He is also responsible for preparing site collection, content, permissions for migration and liaising with the migration team post-migration.

Technologies and Methodologies used by the employee in the project.

Technologies: Tools used in development were the SharePoint Out of the list template apps such as Calendar, Tasks, Custom list, Search, Term Store.

Methodologies: Use of Agile practices in development life cycle. Use of ITIL change management practices for changes made to production environment.

CV: Larry Saytee

Email: larry.saytee@email.com | Mobile: 07791842745 | City: London

Project #	2
Company/Employer	InterQuest (recruitment agency)
Dates (months)	April 2018 – January 2019 (10 months)
Client	European Insurance and Occupation Pension Authority (EIOPA)
Location	Frankfurt, Germany

Assignment details:

Staff Profiles solution: A LinkedIn style Staff Profiles system built with Nintex 2013 Form and Workflow (Serial Workflow with a User Define Action) in a SharePoint 2013 site collection. The solution included processing XML output from a repeating table to HTML and populating a site column. Formatting using, CSS, HTML in script editor web part.

IDR (Internal Data Request) solution; A ticketing systems branded IDR (Internal Data Request) built with Nintex 2013 Form and Workflow on top of SharePoint Server 2013 site collection. Further formatting was applied using JavaScript, CSS, HTML in the script editor web part.

Custom Site solution; SharePoint PowerShell solution for creating HNSC site collection with a custom site template. The template included .Net/C# event receivers, workflows, custom branding as well as custom apps, Document Library, Calendar, Tasks, Announcements, Links.

Role – SharePoint Engineer: Responsibilities.

Responsible for attending meetings, taking notes, business processing modelling, prototyping, designing, developing, and delivering projects. Software development life cycle that is approved the design, product management, and project management in an agile style approach in line with the business practices.

Periodically producing and presenting reports in a PowerPoint presentation illustrating important aspects of the SharePoint platform from usage report, user access, database size, large lists, server performance, related issues for intranet and extranet governance.

Technologies and Methodologies used by the employee in the project.

Technologies: Tools used to perform technical tasks were SharePoint Central Administration, SharePoint PowerShell for administration.

Nintex Form and Workflow for SharePoint Server 2013, Visual Studio (2012, 2015, 2017), InfoPath 2010, JavaScript, CSS, HTML in a script editor web part for development in line with the client's business requirements and Agile practices.

Tools used were SharePoint Workflow (2010, 2013), Nintex Form and Workflow, PowerPoint, and Excel. Migration tools used where ShareGate and PowerShell.

Methodologies: Use of Agile practices in the development life cycle. Use of ITIL change management practices for changes made to the production environment.

CV: Larry Saytee

Email: larry.saytee@email.com | Mobile: 07791842745 | City: London

Project #	3
Company/Employer	CBRE
Dates (months)	08/2017 – 02/2018 (7 months)
Client	Managers, Internal Stakeholders
Location	London, England

Assignment details:

Ran and maintained SharePoint Server 2013 and SharePoint Online estate for CBRE. That being installations, configuration, being a SharePoint expert and a 3rd level point of contact. Develop ad-hoc applications using primarily SharePoint Out of the box tools and features. Part takes in afterhours disaster recovery practice runs on production environments.

Role – SharePoint Administrator: Responsibilities.

The role as an administrator was specifically installation of various 3rd party applications compatible with SharePoint 2013 such as;

- K2 On-Premises farm (connected to SharePoint 2013) installation on Windows Server 2012
- ShareGate for SharePoint Server 2013 (On-Premises)
- Various .wsp farm solutions for SharePoint Server 2013 (On-Premises)
- Management of certificates for Provider Hosted Apps on various environments
- Liaise with other colleagues such as developers network specialist etc

His role as a developer was creating applications using SharePoint Out of the box tools such as;

- Custom list record keeping system with an InfoPath form user interface and a SharePoint 2010 workflow backend
- Tiles Visual web parts
- Sliding image Visual web parts
- Various customisations as requested

Technologies and Methodologies used by the employee in the project.

Technologies: Tools used for managing the SharePoint Server environments were central administration and PowerShell, for Office 365 were SharePoint admin centre. Tools used for reporting were ShareGate. Tools used for migration of content were ShareGate, Metalogix and PowerShell. Tools used for forms was InfoPath 2013.

Methodologies: Use of ITIL change management practices for changes made to production environment.

RELEVANT WORK EXPERIENCE

- Assignment: 4, Employer: Leidos (ASI), Dates: 01/2017 – 08/2017 (6 months)
- Assignment: 5, Employer: Adam Smith Institute (ASI), Dates: 10/2016 – 12/2016 (3 months)
- Assignment: 6, Employer: RED Commerce, Dates: 08/2015 – 08/2016 (12 months)
- Assignment: 7, Employer: NM Holding, Dates: 07/2014 – 08/2015 – (13 months)
- Assignment: 8, Employer: Skype, Microsoft, Dates: 05/2014 – 07/2014 (2 months)
- Assignment: 9, Employer: University of West London, Dates: 10/2013 – 04/2014 (6 months)
- Assignment: 10, Employer: The Charter School, Dates: 01/2010 – 10/2013 (45 months)