

Name:Santhosh

SharePoint Administrator

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Mobile: +91-8978043037

Looking for a challenging role in a reputable organization to utilize my technical ,database and management skills for growth of organization as well as to enhance my knowledge about new and emerging trends in IT industry

Professional Summary:

- 5+ years of total experience in Microsoft Office SharePoint Administration and Troubleshooting.
- Extensive knowledge and hands-on experience in installation, configuration, customization, designing, administering and managing SharePoint Server 2013 /2016.
- Experience in installation and configuration of Active Directory and IIS.
- Expertise in creating, configuring and customizing Web Application, Team Sites including Site Collection, Lists, Document Libraries, Content Types and Custom Lists.
- Good experience in SharePoint2013 and SharePoint 2016 can work effectively with Workflows, Web parts, Business Data Catalog.
- Worked on performing backup and restore of SP 2016 and SP 2013 through Power Shell.
- Expertise in migration process from SP2016 to SP Online.
- Expertise in solving any issues related SharePoint Environment and SQL server.
- Expertise in Adding/Changing/Removing users and user group permissions for various sites, updating content & changing navigation.
- Experience in 24*7 client and server support.
- Experience on Web part and Windows solutions packages deployment.
- Experience in Content Deployments, Cumulative Updates, Security Patches Etc.
- Good knowledge in User Profiles and Search Configuration.
- Good knowledge in Single Sign –On.
- Experience in SQL Server 2019 Database Installation and Configuration.
- Having Good Knowledge on writing SQL Queries.
- Experience in Configuring the Certificates(Internal or External).
- Experience in Remediating the Application Vulnerabilities.
- Good communication and strong interpersonal skills with quick adaptability to new environment.

Professional Experience:

- Working as SharePoint Administrator in **Mindtrail Technologies private limited ,Pune**
- B tech From JNTU Hyderabad

Technical Skills:

Microsoft Technologies: -

SharePoint 2016, SharePoint 2013, Office 365, MS Teams, One Note, One Drive.

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Operating System: -

Windows Server 2012 R2/2016/2019.

Database: -

Microsoft SQL Server 2014\2016\2019.

Other Technologies: -

IIS7/8/9/10, Active Directory, SNOW.

Experience in Projects:

Project 1:

Client: KPMG

Description:

KPMG International Limited (or simply **KPMG**) is a multinational professional services network, and one of the Big Four accounting organizations, along Ernst & Young (EY), Deloitte, and PwC. The name "KPMG" stands for "Klynveld Peat Marwick Goerdeler".The initialism was chosen when KMG (Klynveld Main Goerdeler) merged with Peat Marwick in 1987.

Role: SharePoint Administrator.

Responsibilities:

- Involved in the Installation, Configuration and Administration of SharePoint 2013/2016.
- Created Web Application and Site Collection in SharePoint 2013\2016 and SharePoint Online.
- Created Sites & Sub Sites and installed Solution Packages by using Power Shell in SP 2013\2016.
- Extensively used Power Shell to performed backup for the farm and restore content database through interface.
- Developed several Document Libraries, Form Libraries, Lists and Site Columns.
- Good Knowledge on Azure Active Directory.
- Created and Customizing site collections, sites, documents libraries, lists, View in SharePoint Online..
- Created Power Automate workflows as per the requirements and maintained existing projects.
- Developed custom web part, custom content type and custom lists.
- Used Active Directory for creating User, groups and integrated with Central Admin
- Set up permission levels and permissions for individual users and Active Directory groups, libraries, and lists.
- Set up and provided day-to-day end-user support through email, desktop, and telephone support in a highly collaborative team environment.

Environment: SharePoint 2013\2016, SPO, Windows server 2019, Active Directory, IIS, SQL Server 2016\2019.

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Project 2:

Client: Xerox

Description:

Xerox Holdings Corporation also known simply as **Xerox** is an American corporation that sells print and digital document products and services in more than 160 countries. Xerox is headquartered in Norwalk, Connecticut (having moved from Stamford, Connecticut, in October 2007), though it is incorporated in New York with its largest population of employees based around Rochester, New York, the area in which the company was founded. The company purchased Affiliated Computer Services for \$6.4 billion in early 2010. As a large developed company, it is consistently placed in the list of Fortune 500 companies.

Role: SharePoint Administrator

- Created SharePoint web applications and site collections through Central Administration.
- Run Power shell commands to deploy solutions and packages.
- Trouble-shoots tickets through the remedy ticketing system
- Configures multiple aspects of SharePoint including, search and User Profiles etc
- Used Active Directory for creating User, groups and integrated with Central Admin.
- Backed up and restored deleted data, files and SharePoint sites
- Applied patches, and updated SharePoint software, and windows Operating System
- Trouble shoots websites with errors and access issues.
- Manages permissions on sites, and groups.
- Set up permission levels and permissions for individual **users** and Active Directory groups, libraries, and lists.
- Set up and provided day-to-day end-user support through email, desktop, and telephone support in a highly collaborative team environment.

Environment: SharePoint 2013\2016, Windows server 2012 R2\2016\2019.

Project 3:

Client: Northern Trust

Role: SharePoint Administrator End User and Server Level – L2

Environment: SharePoint 2010/2013/2016, Power shell, IIS 7.0, MS Office 2010,SQL Server 2012, ULS log viewer, Service now 7.0

Operating System: Windows Server 2012/2008R2

Description: Northern Trust Corporation is a financial services company headquartered in Chicago that caters to corporations, institutional investors, and ultra high net worth individuals. Northern Trust is one of the largest banking institutions in the United States and one of the oldest banks in continuous operation. A globally recognized Fortune 500 Company in continuous operation since 1889, we've built a legacy of empowering clients to reach their goals with confidence.

Responsibilities:

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- ❖ Handled 5 different farms in current organization.
- ❖ Troubleshooting of various complex issues related to SharePoint.
- ❖ Involved in migrations from SharePoint 2010 to SharePoint 2013 farms.
- ❖ Monitoring different environment and troubleshooting.
- ❖ Perform knowledge transfers & training.
- ❖ Work on various Escalated incidents and provide resolution.
- ❖ Install patches, updates and custom solutions to dev., staging & production environments
- ❖ Installing and configuring SharePoint / SQL Software.
- ❖ Downloading Bulk SharePoint site Data and move another location.
- ❖ Analyzing the requirements and preparing the requirement and the design documents.
- ❖ Involved in installation and configuration of the SharePoint Server farm.
- ❖ Creating and configuring Service Applications Search, Managed Meta data, secure store, Excel, User profile, Application Management service, SSRS etc.
- ❖ Setting up Team Sites, Security Groups, Site Templates, Content Types and Mail enabling libraries.
- ❖ Configure Cross farm – Search Service.
- ❖ Adding users and Groups for site and Managing User Permissions.
- ❖ Involved in Backup and Restore of the SharePoint Sites and Databases.
- ❖ Creating Site Collections, Sub Sites.
- ❖ Creating Web application / extend web application / customization / FBA configuration