
SHAREPOINT ANALYST

BACKGROUND

For more than a decade, our consultants have worked with clients to help them to achieve business goals and to solve problems.

Our teams have developed bridges between people, processes and technologies, enabling our customers to improve performance and reduce costs. Our strong partnerships with our clients have reflected our core values of integrity, cooperation, collaboration and for providing the highest caliber services possible.

ROLE DESCRIPTION

Acropont is seeking skilled SharePoint enthusiasts for immediate client project work in Calgary as well as future opportunities across the province. An ideal **SharePoint Analyst** will have a balance of business analysis and technical skills to help our clients understand their requirements and conceptualize and build practical solutions leveraging SharePoint technologies. A **SharePoint Analyst** is typically one member of a larger Information Management program team and can perform a specific or broad role, depending on the client's requirements:

-) business analysis,
-) process documentation,
-) SharePoint configuration,
-) governance recommendations,
-) interface design,
-) development,
-) communications, and
-) training and organizational change management.

QUALIFICATIONS

The following are mandatory qualifications.

- 1 Eligible to work as an independent contractor in Canada.
- 2 SharePoint, including SharePoint Online.
- 3 Strong business analysis skills.
- 4 Expertise with managed metadata and term store.
- 5 Strong communication and documentation skills.
- 6 Experience working as part of a project team.

The following are desirable qualifications.

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- 7 Usage of SharePoint with complementary technology, such as Gimmal, SAP, or Nintex.

 - 8 Professional designation, such as CBAP.

 - 9 Experience working in the oil and gas industry.

 - 10 Training and organizational change management.

References will be checked and candidates may be required to undergo a criminal record check and education verification.

Candidates will be kept on-file for future opportunities. As such, qualified candidates will be contacted when a suitable role becomes available.

CONTACT

For questions about Acropont, please contact hr@acropont.com.

The personal information you provide to Acropont will be used to assess your qualifications and suitability as a potential consultant. Acropont may also use this data to create metrics and performance measures to evaluate the effectiveness of recruitment activities. Acropont may also collect and use additional personal information provided by you or your past employers in the course of the evaluation and hiring process. If you are a successful candidate this information will become part of your consultant file. The information will be protected with appropriate security safeguards.