

# Stive Rachel

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## Consultant / Product Owner – Microsoft 365 & Power Platform Expert

*Self-taught profile & problem solver, comfortable with both technical work and teamwork.*

I support companies in their digital transformation, data and automation projects. Specialized in the Microsoft M365 ecosystem (**SharePoint, Power Platform, Teams, Copilot**), I design and manage collaborative and decision-making solutions. My product-oriented approach combines business vision and technical mastery to maximize value and adoption.

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## Key Skills

- **Agile Project & Product Management:** Agile management (Scrum, certified PSM & PO): sprint ceremonies, backlog management, cross-functional team coordination, budget tracking and prioritization.
- **Digital Transformation & Digital Workplace:** Design and deployment of collaborative solutions on Microsoft 365 (SharePoint, Teams, Power Platform), On-Premise → Cloud migrations, document structuring and change management.
- **Business Intelligence & Data:** Data modeling and design, interactive dashboard development with Power BI, and data-driven strategy optimization.
- **Automation & RPA:** Workflow and bot creation with Power Automate and Automation Anywhere to automate processes and reduce manual tasks.
- **Web Development & E-commerce:** WordPress, Shopify, SharePoint site design with CRM integration, SEO, payment gateways (Stripe, Crédit Agricole, Caisse d'Épargne) and HTML/CSS, JavaScript, JSON.
- **Data Governance & Regulation:** Strong understanding of GDPR requirements, with the ability to embed compliance into projects.
- **Communication & Change Management:** Excellent interpersonal skills and ability to effectively support technical and business teams in adopting new solutions and processes.
- **Tools & Languages:** Microsoft 365 · Power Platform (Power BI, Automate, Apps, Copilot Studio) · SharePoint · Azure · Entra ID · JIRA · PowerShell · DAX · Power Query · SQL · Make · n8n · PennyLane · Google Workspace · Adobe Suite.

## Professional Experience

### Power Platform & SharePoint Team Lead Consultant

**Ginger-Sofreco** – January 2026 - Present (Benin, Hybrid)

Engagement with MCA-Benin Regional, the entity overseeing the implementation of the Benin-Niger Regional Compact signed on December 14, 2022 between the Governments of the United States, Benin and Niger, funded at \$400 million USD by Benin and the Millennium Challenge Corporation (MCC). This program aims to reduce transport costs along the Cotonou–Niamey corridor through the rehabilitation of the Bohicon-Dassa road (83 km, 2x2 lanes) and the improvement of customs and border logistics operations.

Information system design and development:

- Architecture and development of a **20-application** information system covering the full ESMS cycle: stakeholder management, HSE assessments, environmental and social management plans, commitment tracking and regulatory compliance, training management.
- Data modeling and **Power BI dashboards** for monitoring environmental and social indicators of infrastructure projects.
- Third-party integration: **Yousign** (e-signature), **ArcGIS** (mapping & GIS) for incident and intervention zone geolocation.

Documentation and deployment:

- Document management system (DMS) setup.
- Functional and technical specifications (BRD), user guides and deployment procedures for all applications.
- Change management and training of local teams on platform usage.

Automation and workflows:

- Complex **Power Automate flows** for approvals, notifications and SharePoint/Dataverse data sync.
- Grievance tracking, HSE incidents and corrective action plan processes.

✓ **Challenges:** Full digitization of environmental and social monitoring for a major investment program, ensuring compliance with international standards (IFC, World Bank) and commitment traceability. Leading a team of **5 developers** and collaborating with **25 business experts**.

### Technical Product Owner — Power Platform & SharePoint

**TotalEnergies Marketing Services** – 2024 - 2025

- User Story definition and prioritization for a SharePoint solution dedicated to tracking **Non-Operated Joint Ventures (250 worldwide)**, ensuring alignment with business needs.
- **Power BI dashboards** design and deployment for critical KPI monitoring, based on data analysis and modeling.
- Key process automation via **Power Automate**, meeting workflow optimization user story requirements.
- Continuous improvement of user experience in the Microsoft 365 environment through feedback-based iterations.
- Custom **Power App** development for access and user management, with functional and technical specifications.
- Custom **MS Copilot** configuration connected to SharePoint data sources.
- Agile project management (**Jira**), product backlog ownership and feature delivery.

✓ **B2B Challenges:** As technical PO, actively contributed to building a Joint Venture tracking interface (250 worldwide), advanced dashboards, user onboarding, global process automation via Power Automate, knowledge management, and ECI questionnaire digitization via Power Apps (replacing Excel), while ensuring technical feasibility.

## Senior Project Manager / SharePoint – Power Platform (M365) – Data BI

**C2S Bouygues / Bouygues Telecom Services (Bouygues Group IT Services) – 2017 to 2024**

- Designed **20+ SharePoint sites** for Digital Workplace projects (intranet, DMS, collaboration, Knowledge Management).
  - Enterprise-wide SharePoint structure standardization: advanced use of **content types, site columns, managed terms** (taxonomy) to ensure document governance consistency.
  - **SharePoint On-Premise** → **Online** migration with or without ShareGate.
  - Built **50+ RPA bots** (finance, marketing, HR) using **Automation Anywhere or Power Automate**, integrated into existing processes.
  - Corrective and evolutionary RPA maintenance with incident analysis, documentation and continuous improvement.
  - Close collaboration with IT and business teams for **data flow and process optimization**.
  - **Scrum ceremonies** facilitation (daily, planning, review, retrospective) and full Agile project management.
  - **Power BI** modeling and reporting for business departments: dashboards, operational KPIs, performance analysis.
- ✓ **Mission types:** RPA Consultant, SharePoint Consultant, BI Consultant, Digital Workplace Consultant
- ✓ **B2B Challenges:** Management of 50+ complex projects covering access customization, advanced data visualization, user onboarding, automation, data migration, RPA (financial process robotization), Knowledge Management in SharePoint.
- ✓ **Clients (sectors):** Public, Energy, Telecom, Media, Real Estate, Industrial

## Data & BI Project Manager

**Air Liquide – 2015 to 2017**

As a Data & BI Project Manager, I actively contributed to transforming decision-making processes and improving data reliability within the group, leveraging strong expertise in data modeling and visualization.

- **Advanced data visualization solutions:** Design and development of interactive dashboards to transform raw data into strategic insights, enabling fast and informed decision-making.
  - **Strategic reporting:** Development and automation of financial and operational reports for executive management, ensuring reliability and relevance of key indicators.
  - **Data analysis and modeling:** In-depth analysis and database modeling to optimize decisions by identifying trends and performance drivers.
  - **Integrated visualization solutions:** Integration of BI tools within the existing collaborative ecosystem, ensuring smooth and secure information distribution across all teams.
  - **Excel & VBA expertise:** Advanced Excel usage for large data volume manipulation, complex model creation and task automation via VBA macros, significantly improving operational efficiency.
- ✓ **B2B Challenges:** Complete overhaul of the HSE (Health, Safety, Environment) tool and migration of complex incident management tools to more intuitive and efficient solutions, reducing processing time and improving user adoption.

## Certifications

- **Professional Scrum Master & Product Owner (PO)**
  - **Power Platform Functional Consultant (PL-400)**
  - **Automation Anywhere Certified Advanced RPA Professional**
  - **Mozzaik365 Fundamental (SharePoint Add-in)**
  - **Growth & Data Automation (Le Wagon 2024)**
  - **Google Analytics**
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## Education

- **2015 - 2017: Pôle Paris Alternance (PPA), Paris**
    - MBA - E-Business & Digital Marketing
    - Master's Degree - Communication Systems Management
  - **2004 - 2005: I2M Guadeloupe**
    - Bachelor's in Organizational Management
  - **2000 - 2002: Université d'Artois, Lens**
    - DUT Computer Science, Software Engineering
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## Technical Environment

### Programming Languages

- **DAX, M (Power Query):** data modeling, complex measures, advanced transformations in Power BI
- **JavaScript / JSON:** SharePoint customization (SPFx, List Formatting), Power Automate flows
- **PowerShell:** Microsoft 365 automation, SharePoint migrations, admin scripting
- **SQL (T-SQL):** data extraction, manipulation and optimization
- **HTML / CSS:** lightweight interface customization (intranet, forms, webparts)
- **VBA:** Excel macros for task automation and data processing

### Tools

- **Microsoft 365 (M365):** Full collaborative suite (Teams, Exchange Online, OneDrive, Word, Excel, PowerPoint)
- **Power Platform Expert:** Power BI (reporting, dashboards), Power Automate (workflows), Power Apps (low-code business apps)
- **SharePoint Online & On-Premise:** Site design, DMS, migration, governance, administration
- **Automation Anywhere:** RPA bot development and maintenance (finance, HR, marketing)
- **Azure:** Azure Active Directory, Azure Logic Apps, Azure Storage, Azure Functions
- **Google Cloud Platform (GCP):** BigQuery, Data Studio (Looker Studio) for visualization
- **JIRA:** Agile project management, sprint tracking, product backlog reporting
- **WordPress / Shopify:** Website and e-commerce design, development and administration
- **Make (ex-Integromat), n8n:** No-code/low-code integration and automation platforms
- **ShareGate:** SharePoint migration tool
- **Mozzaik365:** SharePoint add-in for enhanced UX

### Frameworks & Methodologies

- **Scrum:** Ceremonies, backlog management, product coordination and iterative delivery
- **TOGAF:** Enterprise architecture understanding and reference frameworks
- **ITIL:** IT service management best practices (incidents, changes, MCO)
- **Change Management:** Strategies and tools for user adoption support

### Data & Big Data

- Complex data modeling, structuring and visualization
- BI pipeline optimization and collaboration with Data / DataOps teams
- **GDPR** compliance management

## Languages

- **French:** Native
- **English:** Fluent
- **Spanish:** Basic