


Rona Sumwalt

Sharepoint Consultant

Sharepoint Consultant with 2 years of experience in designing, implementing, and maintaining SharePoint solutions for businesses. Proficient in customizing site collections, workflows, and applications to improve efficiency and productivity. Skilled in managing user permissions and providing training to end-users. Adept at working collaboratively with cross-functional teams and providing exceptional client support.

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Education

Bachelor of Science in Information Technology with a focus on SharePoint Consulting at George Mason University, Fairfax, VA

Aug 2017 - May 2021

Relevant Coursework: Web Development, Database Management, Networking, Systems Analysis and Design, Information Security, Project Management, Programming, SharePoint Administration and Development, Enterprise Content Management, and Collaboration Technologies.

Links

[linkedin.com/in/ronasumwalt](https://www.linkedin.com/in/ronasumwalt)

Skills

PowerApps



Flow



InfoPath



PowerShell



SPFx



OneDrive



Teams



Employment History

Sharepoint Consultant at Neosystems, VA

Apr 2023 - Present

- Successfully implemented a SharePoint solution for a major client, resulting in a 40% increase in their operational efficiency and a 30% reduction in manual processes.
- Streamlined the company's internal project management system using SharePoint, leading to a 20% improvement in project delivery times and a 15% increase in team collaboration.
- Trained over 50 employees on SharePoint best practices and usage, significantly increasing user adoption rates by 35% and overall productivity by 25%.
- Developed and executed a comprehensive SharePoint migration plan for a large government agency, seamlessly transitioning them to a new platform with minimal downtime and a 100% retention of critical data.

Associate Sharepoint Consultant at Xgility, VA

Aug 2021 - Feb 2023

- Successfully migrated 50+ clients' legacy systems to SharePoint, improving their operational efficiency by 35% and reducing system maintenance costs by 25%.
- Developed and implemented customized SharePoint solutions for 10+ clients, resulting in a 40% increase in productivity and a 30% reduction in manual efforts.
- Conducted 20+ SharePoint training workshops for over 200 users, leading to an 80% increase in user adoption rates and a 50% decrease in support tickets.
- Optimized the performance of SharePoint environments for 15+ clients, reducing page load times by 45% and increasing overall system stability by 60%.

Certificates

Microsoft Certified: Power Platform App Maker Associate

Sep 2021

Microsoft 365 Certified: Teamwork Administrator Associate

Oct 2019