

**ITFO Communications, Inc.**, is a boutique consultancy that helps design, enable, analyze and optimize interactive marketing and communications projects. We specialize in meeting the needs of leading global enterprise companies.

## SharePoint Developer

The **SharePoint Developer** will support the project lead and assist in providing SharePoint solutions, developing customized web code, implementing technical solutions, managing database components and participating in the overall development of SharePoint portals. The SharePoint Developer will help develop business portals, databases and workflows, providing solutions aligned to business needs.

We are looking for a passionate, technically-savvy SharePoint Developer who will provide professional consulting for solutions utilizing SharePoint services and who will participate in the analysis, design, development, testing and implementation of enterprise-scale content management systems.

### Primary responsibilities:

- Use SharePoint service applications, including Excel Services, workflows and search
- Configure SharePoint solutions, features, sites, workflows, web parts and master pages
- Configure and troubleshoot SharePoint security groups, permissions and settings
- Manage SharePoint content databases
- Help design and enhance the look and function of SharePoint sites
- Migrate content into SharePoint and upgrade SharePoint to new versions
- Apply company brand guidelines to SharePoint master pages, page layouts and templates
- Create custom business forms and workflows using SharePoint, Microsoft Flow InfoPath, .NET, Visual Studio or Nintex
- Work with Microsoft PowerApps to connect SharePoint data to an app
- Configure web parts, including search and content query web parts
- Create solutions that enable connections between SharePoint sites and databases
- Create Business Intelligence (BI) solutions and operational dashboards that show key performance charts, graphs and data visualizations

### Desired qualifications:

- Microsoft developer certifications (MOSS, MCSD, MCDBA, Certified SharePoint Developer, Certified SharePoint Administrator)
- Consulting experience

### Knowledge and skill requirements:

- Proven development ability in web technologies such as jQuery, HTML5, PHP, XML, CSS, IIS, .net and AJAX
- Knowledge of the .NET Framework and experience working in the full Software Development Life Cycle (SDLC)

- Experience with Microsoft.NET technologies such as ASP.NET, C#, XML, CSS, HTML, IIS, BizTalk Server and SQL Server
- Experience with writing and executing PowerShell scripts
- Ability to develop and configure web parts and/or apps
- Ability to work independently/autonomously
- Ability to manage multiple projects simultaneously
- Ability to prioritize, identify and raise possible conflicts, solving problems to meet deadlines
- Meticulous attention to detail and quality assurance
- Ability to explain technical information to non-technical users
- Strong analytical, problem-solving and risk management skills
- Ability to understand quickly and validate the business problem
- Exceptional ability to maintain timelines and budget
- Excellent written and oral communication skills
- Proven experience working independently and as a team member
- Ability to collaborate with people from diverse cultures and backgrounds
- Demonstrated track record of exceeding established goals on a consistent basis

This new telecommute position is part time and could evolve into a full-time role depending on client satisfaction and needs. Pay rate will be determined according to your skills and experience.

Team members usually work from their own office locations, though it will be beneficial if you have the ability to join occasional face-to-face meetings.

\* \* \*

To apply for the position by submitting a resume and relevant samples—or to ask questions—please contact:

## ITFO Communications, Inc.

301 Kingston Street  
Victoria, BC V8V 1V5 CANADA  
[hr@itfo.com](mailto:hr@itfo.com)  
[www.itfo.com](http://www.itfo.com)