



Plan Pros is a U.S. consultancy company in Iowa City, Iowa.

We specialize in creating professionally written business plans for small and medium business owners.

## Work Confirmation

Erdöl Biramen, born on June 7<sup>th</sup>, 1968, Austrian national, has been working for at our Kharkov office as a freelance IT-Specialist to improve and automate our workflows from August 1<sup>st</sup>, 2016 to October 15<sup>th</sup>, 2016.

During this time he performed the following duties:

- Setting up a SharePoint Online environment for document management, collaboration and full-text search
- Setting up Azure Blob as cloud storage for files
- Creating a solution for selectively saving/uploading emails from Outlook to SharePoint
- Creation of Excel calculation models for different industries for estimation of potential turnover, cost and profit and their expected deviations
- Setting up a database for storing customer data along with the relevant figures, regulatory information and legal citations to be used in reports and business plans to be created
- Creating Word templates with static text and placeholders for automation
- Programming Word automation for automatic creation of reports and business plans using information in the database and Excel calculation models
- Setting up Power BI environment for internal business reporting

Products and technologies used:

- SharePoint Online (Office 365 Enterprise E3 plan)
- Microsoft Flow (for Outlook to SharePoint integration)
- Azure Blob
- Power BI Pro
- Power BI Desktop
- Excel incl. VBA
- Word incl. VBA
- C# (using Excel and Word Interop libraries)
- SQL Server incl. T-SQL
- Access (as Front-End of SQL Server DB)

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Signature

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