

# Koga Wright

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Experienced Senior M365 Engineer with a strong background in SharePoint, MS Teams, and MS SaaS administration. Expertise in content migrations, user permissions management, and domain security. Adept at integrating various applications with SharePoint and developing comprehensive governance policies. Proven track record in enhancing collaboration efficiency, data management practices, and operational efficiency through strategic planning and execution.

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## Skills

- SharePoint, MS Teams, and MS SaaS Administration
- Migrations (O365, Egnyte, Google, S3)
- Active Listening
- Installation and configuration of SharePoint On-Premises
- PowerAutomate, PowerApps
- Microsoft Entra ID, Azure, Exchange, CoPilot
- C#, HTML 5, jQuery, CSS3, REST API, PowerShell
- Migration Tools (ShareGate, Cloudsfer, Migration Manager)

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## Experience

2018-2024

### Senior M365 Engineer, Developer / Distributed Logic Corp Remote, MA

- Engaged with new clients to assess their current collaboration tools by conducting a comprehensive analysis of their SharePoint, MS Teams, and OneDrive environment. Evaluated existing configurations, identified areas for improvement, and provided recommendations. Enhanced client's collaboration efficiency and data management practices.
- Ensured compliance and security for client's Teams and SharePoint environments. Managed workspace lease periods and permission attestations for content owners. Reviewed and updated permissions and communicated changes to content owners utilizing automation. Maintained secure and compliant access controls.
- Developed a strategy for Copilot integration. Analyzed client needs, planned integration steps, and executed the strategy. Integrated Copilot, enhancing client's operational efficiency.
- **Architected** department SharePoint site suites leveraging Communication sites and Metadata term creation and tagging. Provided departments or functional areas with efficient and organized SharePoint sites.

2016-2018

### SharePoint Administrator / MSPCA-ANGELL Boston, MA

- Architected, Installed and configured our SharePoint 2016 on premise sever environment. Established a functional and reliable SharePoint 2016 Farm.

- Collaborated with our Infection Control Committee Chair to build a site complete with links, discussion board, announcements, warnings, alerts, best practices, articles, calendar, meetings, notes, and automated email workflows. Delivered a fully functional site that facilitated critical communication and collaboration.
- Created a detailed disaster recovery plan covering the SharePoint farm, sites, and libraries. Ensured preparedness for potential data loss scenarios.
- Architected and documented SharePoint Topology, including permission structures. Provided clear and accessible reference materials for posterity.
- Identified and corrected SharePoint server Farm issues based on event viewer and performance manager alerts. Maintained server stability and resolved potential issues promptly.
- Scheduled and implemented server and CU updates, ensuring minimal downtime. Maintained server security and performance with up-to-date patches.

2011-2016

## **Helpdesk Specialist / MSPCA-ANGELL Boston, MA**

- Responded to over 25 requests per day via phone, email and our helpdesk system. Created a helpdesk solution for a remote site on SharePoint.
- Received recognition for being an exemplar of one of MSPCA-Angell Core Values: Positivity

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## **Education**

2011

## **Network Communications and Information Systems / Lincoln Technical Institute Somerville, MA**

1997-2000, 2007-2008

## **Jazz Studies / University of Hartford, Hart School of Music West Hartford, CT**

Made the dean's list.

Received a performance scholarship to attend.

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## **Certificates**

CompTia A+, CompTia Net+, MS SharePoint 2010 for Power Users and Site collection Administrators, Planning and Administering SharePoint 2016 [M20339], HTML 5 CSS3 and JQuery, Querying T-SQL +more.

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## **Activities**

I have many interests including non-profits, sustainable food sources, hiking, urban farming, renewable energy, water systems, building community, yoga, cycling, improvisational music, and meditation.