Florian Zimmermann

Freelance Microsoft 365 Consultant

Digital Workplace · Document Management & eSignature · Rollout & Migration

Available from February 2027 · remote or hybrid · based in Stuttgart, projects across Germany, Austria and Switzerland
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Profile

Microsoft 365 consultant with project experience since 2019 at large enterprises in automotive, media and energy. I combine hands-on depth in SharePoint, Power Platform, Entra ID and Azure with delivery leadership: rollouts, migrations, governance and end-user communication.

At EnBW I currently run operations for the eSignature service based on Adobe Sign and D-Trust sign-me, and I roll out ShareFlex as the document management system across several departments.

Core Skills

- **Modern workplace & intranet:** SharePoint Online and Server, Microsoft Teams, OneDrive, Viva Connections, SharePoint Framework (SPFx)
- **Document management & compliance:** DMS rollout and migration (ShareFlex, SharePoint), retention labels, Microsoft Information Protection and sensitivity labels, eSignature with Adobe Sign and D-Trust sign-me
- **Automation & integration:** Power Automate, Logic Apps, REST APIs, Power BI, Microsoft Azure
- **Identity & security:** Microsoft Entra ID, FIDO2 security keys and passwordless MFA, Active Directory account clean-up
- **Project & rollout management:** PMP, rollout coordination, change and end-user communication, BPMN, ITIL, Scrum, Change Advisory Board

Experience

IT Business Analyst – eSignature & DMS

EnBW Energie Baden-Württemberg AG · 2025 – January 2027

- Responsible for operating the enterprise-wide eSignature service based on Adobe Sign and D-Trust sign-me
- REST API integrations with Microsoft 365 via Power Automate and Logic Apps
- Rolling out ShareFlex (SharePoint-based document management) across several departments: coordinating data migration, defining metadata and master data lists
- Alignment with business departments and the vendor Portal Systems; technical documentation

Rollout Coordinator Microsoft 365

Bayerischer Rundfunk (ARD, public broadcaster) · 2023 – 2025

- Supported go-live and hypercare of Microsoft 365; member of the Change Advisory Board
- Upgrade from Office 2016 to Microsoft 365 Apps, Skype for Business shutdown and introduction of Teams telephony

- Introduced FIDO2 security keys for phishing-resistant, passwordless sign-in (Entra ID, Windows), including BPMN processes for issue, return and loss
- Clean-up of shared accounts: Power BI analysis of Active Directory, company-wide survey and on-site recording of working methods in TV, radio and online newsrooms
- Planned and ran numerous online information sessions on Microsoft 365 with up to 300 participants
- Also IT dispatcher in the ARD SAP S/4HANA rollout (ITIL incident and problem management) and deputy project manager for an infrastructure replacement project
- Project reference from the M365 project leads rated “very good” to “good”; led to a follow-up engagement at BR

(Senior) Consultant Digital Workplace

MHP – A Porsche Company · October 2019 – February 2023

- Application owner for SharePoint 2016, SharePoint Online and OneDrive at an automotive manufacturer: portfolio and budget control, coordination of IT project and service managers, security and quality audits (1 year, 1,000 hours)
- Project manager for migrating a document management system from SharePoint Server 2016 to Microsoft 365
- Architected Microsoft 365 solutions for more than 10,000 users and designed Teams governance frameworks
- Concept and rollout of Microsoft Information Protection with sensitivity labels and of retention labels with a third-party extension; evaluation of governance tools
- Intranet and employee app for a household appliance manufacturer (12 months): SPFx, Viva Connections, address book, profile page, Azure reporting add-in, Scrum

Certifications

Certification	Issuer	Validity
Project Management Professional (PMP)	Project Management Institute	01/2026 – 01/2029
Microsoft 365 Certified: Administrator Expert	Microsoft	01/2021 – 08/2026
Microsoft Certified: Azure Solutions Architect Expert	Microsoft	02/2022 – 02/2026
Microsoft 365 Certified: Security Administrator Associate	Microsoft	01/2021 – 08/2025

Microsoft exams passed: AZ-303 and AZ-304 (Azure architecture), MS-100 and MS-101 (Microsoft 365), 70-339 (SharePoint Server 2016). Credentials are issued under my birth name, Florian Christof.

Education

B.Sc. Applied Computer Science · DHBW Karlsruhe (Baden-Wuerttemberg Cooperative State University), dual study programme with Siemens AG · 2016 – 2019

Languages

German (native) · English (business fluent)