# JD: Power Automate Developer

## Key Responsibilities:

1. End-to-End Process Automation:
   - Design, develop, test, deploy, and maintain end-to-end automation solutions using Power Automate (Cloud & Desktop).
   - Ensure solutions meet business objectives and align with organizational standards.

2. Requirement Gathering and Analysis:
   - Collaborate with business stakeholders to understand process automation needs and gather detailed requirements.
   - Conduct workshops, process walk-throughs, and feasibility studies to identify automation opportunities.
   - Translate business requirements into technical solutions and provide automation recommendations.

3. Workflow Automation:
   - Build automated workflows integrating Microsoft 365 applications (SharePoint, Outlook, Teams, OneDrive) and third-party systems (Salesforce, SAP, ServiceNow).
   - Leverage standard connectors and create custom connectors when needed.

4. Process Optimization and Improvement:
   - Analyze existing manual processes and propose optimization strategies using automation.
   - Continuously monitor and refine automated solutions for better efficiency and scalability.

5. Power Platform Expertise:
   - Expertise in Power Automate, Power Apps, and Power BI to develop complete business solutions.
   - Experience with Power Automate Desktop (RPA) for automating legacy systems and repetitive tasks.

6. Data Management and Integration:
   - Work with Dataverse, SQL, Excel, and cloud-based storage to handle data operations efficiently.
   - Utilize APIs, HTTP requests, and web services for seamless system integrations.

7. Security and Compliance:
   - Implement appropriate security measures, role-based access controls (RBAC), and compliance standards.
   - Ensure data protection and compliance with corporate policies.

8. Testing and Deployment:
   - Perform thorough testing (unit, integration, UAT) to ensure process stability and accuracy.
   - Deploy automated solutions in production with minimal downtime and ensure ongoing monitoring.

9. Monitoring and Troubleshooting:
   - Use Power Platform Admin Center to monitor workflow performance and troubleshoot issues.
   - Provide ongoing support and enhancements based on user feedback and performance analysis.

10. Collaboration and Training:
    - Effectively communicate with business users to ensure successful adoption of automation solutions.
    - Provide training, documentation, and post-deployment support to business teams.

## Required Skills:

- Ability to independently gather requirements and develop end-to-end automation solutions.
- Strong experience in Power Automate (Cloud & Desktop Flows) and Power Platform tools.
- Proficiency in Microsoft 365 (SharePoint, Outlook, Teams, OneDrive).
- Strong understanding of API integrations, connectors, and scripting (PowerShell, JavaScript, Python).
- Excellent analytical, problem-solving, and communication skills.

## Preferred Qualifications:

- Microsoft Certified: Power Platform Fundamentals (PL-900) or higher.
- Experience with Azure services such as Logic Apps, AI Builder, and Power Automate Governance.
- Knowledge of Agile methodologies and DevOps practices.