

1.1. Technical Team Requirements

Role	Min. Years Experience	Mandatory Certification(s)	Notes
Power BI / Power Platform Consultant	5+	Microsoft Certified: Data Analyst Associate (PL-300)	Strong DAX, data modeling, and performance optimisation

1.1. Scope of Work

1. Background

The organization seeks to enhance its operational reporting capabilities through the development of integrated Power BI dashboards. These dashboards will consolidate data from multiple sources and support real-time decision-making across departments.

2. Objectives

- Develop dynamic, automated dashboards for operational reporting.
- Integrate data from SAPO, Sentech App, MS Teams, and financial systems.
- Enable exception reporting, reconciliation, and performance tracking.

3. Scope of Work

The consultant will:

- Conduct stakeholder consultations to gather reporting requirements.
- Conduct data cleansing
- Design and implement Power BI dashboards for:
 - Stock allocation
 - Installation tracking
 - DQA and FQA verification
 - Commercial verification
 - Installer payment and reconciliation
 - Billing
- Automate data refresh and validation processes.
- Provide documentation and training for internal teams.
- Offer post-implementation support for 3 months.

4. Deliverables

- Functional Power BI dashboards aligned with business needs.
- Technical documentation and data logic mapping.
- Training materials and handover plan.
- Advisory support post-deployment.

5. Duration

Estimated 3–6 months, with potential extension based on performance and evolving needs.

6. Reporting

The consultant will report to the Broadcasting Commercial Manager and collaborate with IT, Finance, and Operations teams.

Scope of Work:

The consultant will be expected to:

- Integrate data from SAPO, Sentech App, MS Teams, and Finance systems into a unified Power BI environment.

- Design dashboards for:
 - Stock Allocation
 - Installation Management
 - DQA and FQA Status Tracking
 - Commercial Billing and Verification
 - Installer Payment Reconciliation
- Automate data refresh and validation processes.
- Enable cross-report reconciliation and exception reporting.
- Deliver real-time performance metrics and visual analytics.
- Provide knowledge transfer and training to internal teams.

Minimum Requirements:

- Demonstrated experience in Power BI consulting, with a portfolio of similar projects.
- Proficiency in DAX, Power Query, and data modelling.
- Familiarity with SAP, SharePoint, and Microsoft Teams integrations.
- Strong analytical and communication skills.
- References from at least three consulting engagements within the past three years.

Deliverables:

- Fully functional Power BI dashboards aligned with business needs.
- Technical documentation and data logic mapping.