

Reporting and Automation Developer Profile

Frank Hentzschel | Senior Reporting and Office Automation Developer

Development of bespoke reporting and automation solutions with Microsoft Excel, Access and VBA. Extensive experience in database-backed reporting, data preparation, interfaces and optimisation of recurring business processes, complemented by practical experience with Power BI and Power Query.

Core skills Excel/VBA · Access/VBA · Reporting · Data preparation · Office automation · SQL · Data integration · ETL

Additional technologies Power BI · Power Query · SQL Server/T-SQL · Oracle/PL/SQL · Outlook automation · EDIFACT · CSV/XML/JSON

Working arrangements Primarily remote; on-site meetings by agreement across Germany, Austria and Switzerland.

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Selected Project Results

- E.ON: Reduced a monthly manual Excel process taking around two days to around two minutes using a tool developed in two days.
- VHV: Configurable Excel/VBA reporting enabled additional SQL reports to be incorporated without modifying VBA code.
- Bavarian judiciary: Reduced an error-prone invoicing and processing task from one to two days to under 30 minutes.
- E.ON: Automated rules-based Outlook/EDIFACT processing with a custom Visual Basic solution and provided support over several years.

Specialist Skills

Excel and VBA Development of complex reports, automation of recurring tasks, data import/export, calculations, validation and bespoke Office tools.

Reporting SQL-based reports, dynamic filters and parameters, Access reports, Excel analysis and practical Power BI/Power Query experience; occasional use of SSRS/SSIS.

Data Integration Combining different data sources, conversion, SQL databases, ETL processes, CSV, XML, JSON and project-specific EDIFACT work.

Process Automation Outlook and Word integration, automated document and report generation, rules-based processing and optimisation of manual business workflows.

Software Quality Technical design, refactoring, performance tuning, automated testing, TDD and Git; close collaboration with users and business teams.

Selected Project References

Retail – Development and Support of Custom Access Applications

since 09/2023

Development, support and continuous enhancement of custom Access applications for a mobile-phone retailer with two branches and seven employees. Analysis of existing applications, implementation of new requirements, VBA programming, bug fixing and automation of operational processes. Integration of Outlook features and development of an SMS reminder function; support for ongoing production operations.

Result / Status: Ongoing enhancement to integrate electronic invoicing into an existing application.

Technologies: Microsoft Access, VBA, SQL, Outlook, Office automation, E-invoicing

Industry Association – Modernisation of an Access Invoicing Application

since 05/2023

Maintenance and enhancement of an existing Access/VBA application for the administration and invoicing of an industry association. Adaptation of invoicing processes and document generation, automation of recurring tasks, and integration of Word and PDF documents.

Result / Status: Ongoing development to add ZUGFeRD electronic invoicing without replacing the existing application in its entirety.

Technologies: Microsoft Access, VBA, Microsoft Word, PDF, ZUGFeRD

VHV – CMDB Data Quality and Flexible Reporting

11/2024–03/2025

Development of SQL queries and views; analysis, reconciliation and cleansing of CMDB data and preparation for a service transition. Developed a configurable Excel/VBA reporting tool with selectable report, parameters and database instance; results were exported to new worksheets. Adapted and corrected existing Power BI reports.

Result / Status: Additional reports could be incorporated by configuring new SQL queries without changing VBA code.

Technologies: SQL Server, T-SQL, Excel, VBA, Power BI

Cybersecurity Distributor – Commercial Office Applications

11/2023–05/2024

Bug fixing, enhancement and optimisation of existing Excel/VBA applications supporting business processes, including equipment loans, order handling and sales. Documentation of relevant workflows.

Technologies: Excel, VBA

Bavarian Judiciary – Database Optimisation and Office Automation

01/2022–07/2023

Analysed and optimised SQL Server stored procedures; improved an Access application and supported Power BI reports and Excel/Power Query solutions. Developed Excel-based solutions for collaborative data maintenance via SharePoint.

Result / Status: Reduced the work involved in an error-prone consultant invoicing process from approximately one to two days to less than 30 minutes.

Technologies: SQL Server, T-SQL, Access, VBA, Excel, Power Query, Power BI, SharePoint

Roche – Office Automation and Data Reconciliation

11/2020–12/2020

Adapted an existing Excel/VBA solution with import and export features, particularly adding address information and data reconciliation.

Technologies: Excel, VBA

TPG / BSH – Project Planning and Controlling

02/2018–09/2018

Enhanced existing Excel/VBA tools and developed a new Access/VBA application for project planning and controlling. Integrated project data with Microsoft Project and SQL Server.

Technologies: Excel, Access, VBA, Microsoft Project, SQL Server

Allianz – Incident Recording and Central Reporting

09/2017–01/2018; follow-up engagement 12/2020

Developed and subsequently adapted an Excel/VBA solution for decentralised incident recording. Generated and transmitted records via Outlook, imported them centrally into an Access database and analysed them using pivot tables, charts and reports.

Technologies: Excel, VBA, Access, Outlook, SQL

Siemens AG – Group Planning

08/2011–09/2015

Developed and supported Excel/VBA and Access solutions for group planning over several years. Built data-entry templates and automated the processing of planning data, including conversion to specially structured CSV files for SAP import. Also produced reports and modifications.

Technologies: Excel, Access, VBA, SQL, CSV, SAP data import

Syneco Trading – Applications for Energy Trading

10/2010–06/2011

Analysed, tested and enhanced Excel/VBA and Access/VBA applications in energy trading. Code reviews, Office version migration, and development and adaptation of Oracle stored procedures, views, functions and triggers.

Technologies: Excel, Access, VBA, Oracle, SQL, PL/SQL

E.ON Bayern – Rule-Based EDIFACT Mailbox Routing

03/2008–08/2011

Independently developed a new Visual Basic application for checking Outlook mailboxes and attachments. Managed rules in Access; automatically classified, moved and forwarded messages to market partners.

Result / Status: Continued occasional support under a multi-year maintenance agreement.

Technologies: Visual Basic, Outlook, Access, VBA, EDIFACT, UTILMD, MSCONS, CSV, ZIP

E.ON Bayern – Balancing Group Analysis and Excel Automation

04/2007–03/2008

Developed Access/VBA solutions to convert, validate and analyse distribution network operator data from Excel, CSV and EDIFACT in SQL Server. Developed Excel automation for recurring manual data preparation.

Result / Status: A recurring monthly task taking around two days was reduced to approximately two minutes using a tool developed in two days.

Technologies: Access, Excel, VBA, SQL Server, T-SQL, EDIFACT

Swiss Re – Financial Mathematics and Host Integration

01/2006–06/2007

Took over and enhanced an Excel/VBA application for risk calculations. Integrated host data, developed COBOL code for DB2 access and created a prototype Java file service (proof of concept).

Result / Status: Productive after one week instead of the planned four-week induction; original three-month engagement extended to approximately eighteen months.

Technologies: Excel, VBA, COBOL, DB2, Java, Host integration

Deutsche Post – Excel/VBA Reporting with TM1

07/2005–09/2005

Extended an Excel/VBA reporting solution with further automated imports from the TM1 OLAP database, data preparation and report generation.

Technologies: Excel, VBA, TM1/Applix, OLAP

Additional Experience

Databases and Development SQL Server, Oracle, PostgreSQL, Informix, MySQL; stored procedures, performance tuning, Access/VBA modernisation and interface development.

Additional Reporting Technologies Occasional SSRS/SSIS; Crystal Reports and Crystal Enterprise from extensive earlier project work; Power Apps and Power Automate in smaller solutions.

Education and Languages DV-Kaufmann vocational qualification (IHK). German: native; English: good working proficiency.

Professional Development Regular attendance at Access developer conferences and workshops on Power BI, Power Apps and Power Automate.