

L O R I S C H M I T Z

SUMMARY OF QUALIFICATIONS

- Proven experience with BI tools, including Power BI, Looker Studio, Tableau & Tableau Prep
- Ability to work between departments and with all levels
- Aptitude and eagerness for learning/mastering systems, tools, and processes
- Proven experience as Admin for Salesforce CRM Sales Cloud

PROFESSIONAL EXPERIENCE

District Information Manager

AMES COMMUNITY SCHOOL DISTRICT, Ames, Iowa

July 2024 – Present

- Manage staff changes in multiple systems district-wide
- Systems setup and systems troubleshooting for staff and members of the district community

Manufacturing Analyst

CHEVRON RENEWABLE ENERGY GROUP, Ames, Iowa

May 2023 – June 2024

- Create and manage dashboards in Power BI that track plant performance
- Manage dashboards in Tableau utilizing Tableau Prep
- Collaborate with plant managers and other staff to ensure timely data entry
- Develop presentation materials for internal meetings

Business Analyst II

IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY, Ames, Iowa

October 2022 – May 2023

- Ad hoc reporting using SQL in AQT Query Tool
- Review and grant access to legacy systems for Office of the Registrar

Data Systems Manager / Operations

NORTHEAST IOWA COMMUNITY COLLEGE, Dubuque, Iowa | Remote

February 2016 – October 2022

- Responsible for data integrity/clean data in enrollment management system
- Worked closely with upper management on class, student and financial numbers
- Financial benchmark reporting and monthly accounts receivable process
- Salesforce Admin – Sales Cloud for contracted trainings
- Subject Matter Expert for annual state reporting to the DOE (MIS State Reporting)
- Operational oversight of trades programming, career events and graduations

Home Closing Specialist

WELLS FARGO HOME MORTGAGE, Des Moines, Iowa

July 2012 – August 2013

- Consistently among the top 5 producers on the closing team for accuracy and volume

Underwriting Associate

CHUBB GROUP OF INSURANCE COMPANIES, West Des Moines, Iowa

October 2009 – July 2010

- Analyzed prospective risks for underwriting viability and relied upon for sound judgement

Underwriting Assistant

GENERAL REINSURANCE CORPORATION, Chicago, Illinois

July 2007 – July 2009

- Managed workflow to senior underwriters and improved processes for greater efficiency

Buyer

BOSSARD NORTH AMERICA, Cedar Falls, Iowa

January 2006 – May 2007

- Maintained a vital supply chain to John Deere that included washers and bolts
- Given additional training responsibilities as a Superuser in the purchasing department
- Planned and implemented a three-week training program for new buyers

EDUCATION

BA, Marketing (Minor: Real Estate)

University of Northern Iowa, 2005

Cumulative GPA: 3.88 on a 4.00 scale

BS, Nutritional Science

Iowa State University, 2014

GPA: 3.89 on a 4.00 scale