

# Laura E. Schultz

Grand Island, New York • (716) 430-4758 • leschult@buffalo.edu • www.linkedin.com/in/lauraeschultz

---

## EDUCATION

UNIVERSITY AT BUFFALO, THE STATE UNIVERSITY OF NEW YORK

### Master of Business Administration

Jun. 2024

Operations and Supply Chain Management

GPA: 3.956/4.0

UNIVERSITY AT BUFFALO, THE STATE UNIVERSITY OF NEW YORK

### Bachelor of Science, Industrial Engineering

Jun. 2024

GPA: 3.972/4.0

## EXPERIENCE

GENERAL MILLS

Buffalo, New York

### Team Leader Assistant

June 2023-Present

- Implement Excel tools using VBA to automate mundane tasks, saving supervisors 5.18 hours of work per week
- Manage group project timelines and deliverables, ensuring all components are completed on time
- Analyze safety hazards across 6 operation floors to suggest audit and compliance improvements

RESEARCH FOUNDATION OF UNIVERSITY AT BUFFALO

Buffalo, New York

### Research Aide

May 2020-Present

- Purchase supplies and equipment for 16 lab members in the Department of Physiology and Biophysics
- Organize invoices and order requests for credit card statements totaling up to \$12,000 per month
- Communicate and resolve issues with 30-plus companies for order inquiries through email or phone

MOD-PAC CORP.

Buffalo, New York

### Continuous Improvement Engineer Intern

Apr. 2022-Jan. 2023

- Coded Excel to create a macro that sifted through thousands of real-time data points to analyze changeovers and non-value-added activities
- Introduced the use of the analytical hierarchical process to compare machines
- Collected production data using audits and time studies to analyze operating performance and locate inefficiencies
- Configured a new storage layout to optimize shelf space based on the command style

GRAND ISLAND RECREATION DEPARTMENT

Grand Island, New York

### Youth Programs Coordinator Assistant

May 2018-Apr. 2022

- Communicated cancellations and information to instructors of 12 programs and performed staff evaluations
- Managed inventory levels purchased and delivered equipment to programs
- Collected and organized timesheets, accident reports, program attendee lists, and allergy/disability information

## SKILLS

Excel, VBA, R, Gurobi, @Risk, Arena, Six Sigma Green Belt, SPSS, AutoCAD, Historian, Manufacturing Analytics

## ACADEMIC PROJECT EXPERIENCE

UNIVERSITY AT BUFFALO

Buffalo, New York

### Healthcare Cost and Utilization Project

Mar. 2022-Present

- Analyze the United States Healthcare Cost and Utilization Project data to understand underlying diagnosis-related groups and co-morbidities that induce less than 30-day readmissions

UNIVERSITY AT BUFFALO

Buffalo, New York

### MBA Corporate Champions

Sept.-Dec. 2022

- Analyzed the communications and organizational behavior of employees within a company and provided specific recommendations for improved efficiency
- Delegated tasks for a cross-functional team of 6 depending on teammates' skills and interests and Created user-friendly data visualizations with excel and SPSS