

# KRISTI HERZOG

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## SUMMARY OF QUALIFICATIONS

- Customer Relations: building strong rapport with new and existing clientele
- Negotiations and Conflict-Resolution: resolving discrepancies between customers and employees
- Project Management: successfully completed each stage of a software implementation project for 10+ projects
- Leadership: led project implementations on customer sites lasting 2 to 4 weeks at a time in offices of 3 to 20 people

## EDUCATION

### **University of Colorado at Boulder – Leeds School of Business**

**Boulder, CO**

MBA with an emphasis in real estate and finance

May 2015

- **Relevant Courses:** Real Estate Finance, Real Estate Economics, Investment Management and Analysis, Real Estate Principles, Applied Financial Management, Corporate Finance, Financial Accounting, Quantitative Methods, Corporate Strategy, Decision Modeling, Economics for Managers, Economics II, Socially Responsible Enterprises
- **Activities:** Graduate Real Estate Association, Net Impact Case Competition

### **University of Colorado at Boulder**

**Boulder, CO**

B.A. in Mathematics

August 2008

- **Activities:** Member of Alpha Omicron Pi sorority, Philanthropy chair of Alpha Omicron Pi for one year
- **Study Abroad:** Summer 2007 in Annecy, France

## EXPERIENCE

### **Prologis**

**Denver, CO**

*Global Fund Management and Strategy Intern*

May 2014 – September 2014

- Utilized experience in software implementations to aid global fund management and strategy team in onboarding of new system for client relations team and private capital fund teams
- Migrated data to new system and performed user testing of fund operations, opportunity and subscription functionality, and fund data maintenance
- Delivered presentation to executive team of Prologis about the benefits of the new software and the opportunities for growth in private capital funds as a result of new system

### **Tyler Technologies**

**Lakewood, CO**

*Implementation Consultant*

October 2008 – July 2013

- Determined data conversion necessities for clients to be delivered to the conversion team of Tyler Technologies
- Presented conversion issues to conversion team to be fixed with specifics on correct conversion
- Trained 100+ county professionals to successfully use software to perform their everyday duties such as appraising property values, calculating tax amounts, collecting taxes, distributing taxes, and balancing books
- Analyzed results of operations to discover more efficient ways to utilize resources which resulted in my creation and implementation of tools such as skill booklets for clients to use during training, checklists for the implementation process, and a project implementation binder for clients to follow each step of the project

### **Mathnasium**

**Lafayette, CO**

*Tutor*

August 2008 – Oct 2008

- Tutored 20+ adolescents in all levels of mathematics including algebra, geometry, pre-calculus, and calculus
- Utilized Excel for administrative purposes including maintaining customer lists with contact and payment information

## LEADERSHIP

### **Alpha Omicron Pi**

**Boulder, CO**

*Philanthropy Chair*

2006 – 2007

- Organized fundraising event with 400 guests that raised \$1,200 for charity for adolescent arthritis
- Participated in other philanthropy events, benefiting charities

### **Civic Committee of Tyler Technologies**

**Lakewood, CO**

*Member*

2009 – 2010

- Organized community service events for the Lakewood division of Tyler Technologies, including a Habitat for Humanity project

## INTERESTS

- Philanthropy and community service activities
- Half marathon runner
- Certified to teach yoga by CorePower Yoga