



Citizen Advisory Board Application - Parks and Recreation Commission

Complete and submit this application to be considered for a seat on the Sandpoint Parks and Recreation Commission.

Thank you for your interest in serving on the Sandpoint Parks and Recreation Commission, a City of Sandpoint volunteer citizen advisory board. We appreciate your desire to serve our city in this capacity and look forward to reviewing your application. For more information, including qualifications for serving on the Parks & Rec Commission, please visit Chapter 4 of Title 2, Sandpoint City Code.

Applicant Information

First Name: *

Last Name: *

Phone Number: *
Ex. 208-555-5555. Please include area code.

Email Address: *

Home Address: *
Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Mailing Address: *

Street Address

2024 Winchester Way

Address Line 2

City

Sandpoint

State / Province / Region

Idaho

Postal / Zip Code

83864

Country

Bonnet

Employment and Volunteer History

Please upload a copy of your resume or any additional information relevant to your application.

Upload your
Resume or
Curriculum Vitae *

Upload

Lori Siemers Resume.docx

20.97KB

X

Please relay any
add'l information
regarding your
experience or
background and the
reason(s) you wish
to serve in this
capacity: *

I am a Sandpoint native. My family has lived here for more than a hundred years, and I would like to give back to the town where I grew up and raised my child.

Comments

2000 characters left

Lori Siemers M.B.A.

Sandpoint, Idaho | (208) [REDACTED] | [REDACTED]

I am a highly dedicated professional with a strong track record of success, bringing together a diverse blend of education and hands-on experience.

Skills

- **Accounting, Financial, and Managerial, using GAAP and RUS principles as appropriate**
 - Budget – Preparation & Reconciliation
 - Financial Forecasting
 - Cost Accounting – Work Orders, Inventory, Equipment, Plant Accounts
 - Asset Management
 - Income Statements
 - Balance Sheets
 - Cash Flow Statements
 - General Accounting
 - Sales & Use Taxes
 - Payroll & Payroll Taxes
 - Accounts Receivables
 - Accounts Payable
- **Strong Analytical Skills, Statistical Analyses, and Decision Science**
 - Regression - Linear, Multiple, and Logistic
 - Time Series/Trend Analysis- Regression, Exponential Smoothing, & Moving Average
 - Crossover Analysis
 - Break-even Analysis
 - Statistical Process Control
 - Linear Programming
 - Decision Tree
 - Simulations and Forecasting Models using quantitative methods
- **Expert of Microsoft Office Suite**
 - Excel - Advanced Formulas, pivot tables, graphs, etc.
 - Macros & VBA
 - Word
 - Outlook
 - PowerPoint
 - Access
- **Interpersonal Skills**
 - Leadership & Project management
 - High-functioning team player, who is an agile, tenacious, self-starter
 - Clear written and verbal communication skills, for both technical and non-technical teams
 - Successfully executes strategic organization objective

Experience

Administrative Services Manager/Remote Consultant – Encoder Products Company

March 2019 – Current

Data Analytics, Creating Key Performance Indicators, Auditing Software and Correcting Erroneous Data, Report Writing, Research, Process Improvement, and Special Projects.

FULL-TIME BUSINESS STUDENT, Western Governors University

Oct. 2014 – Nov. 2018

Core classes include Accounting, Finance, Economics, Big Data, Quantitative Analysis, Human Resource Management, Business Law, Ethics, and Organizational Leadership.

INFORMATION TECHNOLOGY MANAGER, Northern Lights, Inc.

Jan 2004 – Feb 2014

Provided Leadership, Change Agent, Project Manager, Budgeting, Cyber Security Officer, Technology Disaster Recovery Developer/Implementer, Report Writer, Wrote Procedural Policies and Manuals, Participated in Employee Development.

PLANT ACCOUNTANT/COMPUTER TECHNICIAN, Northern Lights, Inc.

Feb 2001 – Jan 2004

Plant Accountant, Continuing Property Records (CPR's), Special Equipment Records, 219 Reports. Achieved and maintained the balance of the property accounts subsidiary ledgers to the general ledger in compliance with RUS and GAAP. I documented the materials, work orders, and CPR process.

Assisted users with software and hardware issues. Designed automated templates to improve processes.

PAYROLL/BENEFITS ADMINISTRATOR, Northern Lights, Inc.

Mar 1997 – Feb 2001

Processed Monthly Payroll for two union groups in addition to exempt and non-exempt employees. Prepared and Processed Employment Taxes, and 401K compliance testing, handled employee issues and maintained personal records. Instituted direct deposit. Maintained balance of payroll and benefits accounts with the General Ledger.

Selected and Oversaw Health Insurance Plans. Oversaw 401K, Retirement and Security Plan, and Workers Compensation Plan. Explained various 401K plans (investment strategies) to Employees and maintained the Affirmative Action Plan and Employee Handbook. Wrote Personal Policies—and designed a Wellness Program.

STAFF ACCOUNTANT, Pack River Management

Apr 1990 – Mar 1997

Financial Statements, General Ledger, Accounts Receivables, Accounts Payables, and Payroll for Pack River Management, Schweitzer, Sand Creek Wood Products, and The Company Store.

Education

MASTER OF BUSINESS ADMINISTRATION (M.B.A.)

Western Governors University (WGU) 2016 – 2018

B.S. BUSINESS – INFORMATION TECHNOLOGY MANAGEMENT

Western Governors University (WGU) 2014 – 2016