LAUREN MACH

📁 laurenmach.com

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☎ (405) 310-0275

SKILLS

Data
Python, R, SQL, MATLAB, Power BI, Tableau, machine learning, AI, data prep, predictive modeling, visualization, storytelling

Design
Photoshop, InDesign, Illustrator, Acrobat, client collaboration, print & digital production, UI, UX, photography

Digital
Wordpress, Sharepoint HTML, CSS, JavaScript, section 508, W3C, mobile responsive, Power Automate, corporate email/news publishing

EDUCATION

M.S. in Data Analytics
Western Governors University

M.S. in Psychology
Divine Mercy University

B.S. & B.A. in Psychology, Communications, and Philosophy
St. Gregory's University
Minor in Visual Arts

Digital Communications Specialist, Booz Allen Hamilton
November 2022-November 2025 | 40 hours/week

- Analyze and visualize data from major corporate initiatives for executive leadership
  - Created PowerBI dashboards and reports with in-depth interactive KPIs that increased leadership engagement
  - Synthesized publishing and audience data from multiple platforms and assessed against strategic goals for quarterly executive planning meetings
  - Wrote custom Python and R scripts to standardize data
  - Developed novel animations and video that increased publisher buy-in to initiatives and decreased repetitive email newsletter content sent to employees
- Build and maintain automations for the larger team
  - Developed intake system with branching logic, automated notifications, custom calendars, and filtered lists for multi-team coordination on publishing efforts
  - Alleviate workload across team by fully automating repetitive tasks including folder creation, newsletter archives, scheduling reminders, and metrics links
- Syndicate news across intranet and internal platforms
- Update and serve as administrator for the highest-profile intranet sites, including sensitive content permissions

Front End Developer & Web Designer, Wichita Tribal Enterprises
October 2018-November 2022 | 40 hours/week

- Managed front end updates for 150+ IHS.gov websites
- Built and maintained COVID-19 site
- Communicated with federal employees about new site development and recommend UX/UI solutions
- Remediated documents and webpages in compliance with section 508 and W3C accessibility regulations
- Built and updated mobile responsive sites
- Maintained public trust government security clearance
- Trained employees and stakeholders in section 508 remediation

Technology Teacher, All Saints Catholic School
Norman, OK August 2016-July 2018 | 40 hours/week

- Built a website to serve as a course hub and student resource; site was navigable for pre-readers
- Developed and taught graphic design, computer science, robotics, and computer applications courses
- Developed district-wide technology curriculum for PK-8th grades
- Coached inaugural robotics and STEM teams
- Introduced and managed student Google Apps accounts
- Implemented training and coordination of VR headsets and educational materials for entire campus
- Taught 400 students in 25 classes each semester
- Taught 8 programming languages