



ERIC SCHROEDER

Director of Finance and Administration | **CARBON SOLUTIONS LLC**

PROFILE

Eric is the Director of Finance and Administration bring extensive experience in this extensive realm. Past activities in the finance arena include full charge accounting, financial analysis and execution, budget preparation/reporting as well as KPI dashboard development and presentation in addition to audit management. Human resource activities include recruiting, interviewing, on-boarding, policy manual development, compliance and exit management. Administration of benefits include management of health insurances & retirement administration. Technology oversight included sourcing of laptops, onsite and cloud internal servers in addition to public website hosting. Contract activities from bid, contract review, exaction, compliance, invoicing and close-out. Facility management including space requirement, lease negotiation, design & compliance in leasehold improvements.

CONTACT INFORMATION

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CARBON SOLUTIONS LLC Website:

www.carbonsolutionsllc.com/

EDUCATION & TRAINING

BS | Applied Economics-Agronomy & Finance
[University of Minnesota-Twin Cities](#) | 1992

PROFESSIONAL EXPERIENCE

Director of Finance and Administration | [CARBON SOLUTIONS LLC](#) | 2022–Present

Design and implementation of operational excellence.

Chief Administrative Officer | [Great Plains Institute](#) | 2004–2019

Implementation of internal operations.

Board of Directors | [Midwest Renewable Energy Tracking System](#) | 2007–Present

Currently Chair. Past positions include Vice-Chair, Treasurer, Secretary

Assistant Head Judge | [RAMSEY COUNTY ELECTIONS, MINNESOTA](#) | 2015–Present

Enumerator | [U.S. CENSUS BUREAU](#) | 2020

Finance Analyst | [LEGAL & GENERAL INVESTMENT MANAGEMENT](#) | 1989–1990

VOLUNTEER EXPERIENCE

Agriculture Economics Teacher | [U.S. PEACE CORPS, TANZANIA](#) | 1992–1994