Sammy Wachholz

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PROFESSIONAL SUMMARY

Business systems and operations leader with 14+ years implementing and optimizing the platforms growing companies run on. Spent the last three years owning HR systems end to end: HRIS and ATS migrations, people analytics, and federal and state workforce compliance. Built for lean, high-growth organizations where making sense of chaos is the job. Resourceful by default and comfortable building structure from scratch. The first to hold every role on this resume.

SYSTEMS AND CAPABILITIES

Salesforce, Greenhouse, Rippling, ADP Workforce Now, Monday.com, Veeva, ChatGPT, Claude, Canva, Excel (advanced modeling, ODBC), SQL (Athena, S3)

Enterprise system administration (HRIS, ATS, CRM), implementation, migration, adoption, integration and API-enabled workflows, analytics and dashboards, data stewardship, front-line support

EXPERIENCE

Trilogy Real Estate Group | Chicago, IL

Real estate investment and property management. First dedicated owner of HR systems.

Senior Manager, Systems & Technology | Aug 2025 – Dec 2025

HRIS Specialist | Oct 2022 – Aug 2025

- Diagnosed gaps in legacy systems and led end-to-end migrations of three critical enterprise platforms: HRIS (ADP to Rippling), ATS (Taleo to Greenhouse), and project management (manual to Monday.com). The modernized stack grew applicant pipeline 14x (500 to 7,000), cut average days-to-fill by 60%, and unified daily operations.
- Built and maintained a custom compensation model in Excel, consolidating seven years of payroll history for 80+ employees, identifying gaps in pay and reshaping how leadership approached promotions, bonuses, profit-sharing, and commission structure.
- Owned federal and state workforce compliance, including EEO-1, ACA/1095. Compiled the data, prepared the submissions, and filed on schedule.
- Configured centralized tracking tools in Monday.com for recruiting, on/offboarding, enterprise systems, and compliance, providing various teams the ability to collaborate and effectively manage their day-to-day.
- Designed custom reports and dashboards that kept leadership informed on people metrics.
- Brought AI into daily workflows and consulted with department heads on how to fold AI solutions into their own.
- Managed vendor relationships and internal stakeholders through system evaluations, integrations, API-enabled workflows, data transfers, and reporting connections across HRIS, ATS, project management, and reporting platforms.
- Project-managed the critical merge of two data warehouses following a major corporate restructuring; aligned stakeholders on deadlines, dependencies, and deliverables while preserving the continuity of quarterly investor reporting.

Novum Pharma / Novos Growth Partners | Chicago, IL

Pharmaceutical manufacturing and professional services. First hire on the sales operations team.

Senior Manager, Sales Operations | Nov 2017 – Jun 2022

Manager, Sales Operations | Oct 2015 – Nov 2017

- Trained 400+ field reps, managers, and executives at NSM and POA meetings nationwide.
- Owned primary support relationships for 100+ concurrent users and managed CRM tickets across the full user base, with continuous improvement on intake, triage, and SLA.
- Led seven end-to-end client onboardings resulting in operational overhauls of 20+ products, driving adoption of systems, processes, and field execution from launch through steady state.

- Primary Salesforce and Veeva admin. Designed, configured, deployed, and maintained both ecosystems across hundreds of projects, translating business requirements into scalable, high-impact technical solutions.
- Queried data in Athena and S3 with SQL and Excel ODBC to support analysis behind performance and operational decisions.
- Managed incentive compensation including calculation, QA, communication, and dispute resolution.
- Owned vendor evaluation, contracting, and ongoing relationships; aligned budgets with technical needs and operational priorities.
- Directed sample accountability, distribution strategy, and compliance workflows in alignment with PDMA regulations.
- Aligned HR, IT, marketing, finance, analytics, and sales leadership on cross-functional priorities, resolving blockers and driving strategic decisions.
- Led seven junior team members through onboarding and ramp.
- Designed and documented the playbooks and standards the entire Sales Ops team worked from.
- Proposed quarterly territory design and field alignment strategy using market and portfolio data in AlignMix.

Sway Group | Chicago, IL
Influencer marketing agency. First hire to support launch.
Operations Manager | Oct 2013 – Oct 2015
Senior Campaign Manager | May 2013 – Oct 2013
Communications Coordinator | Mar 2012 – May 2013

- Built Podio into the company's operational backbone and designed cross-functional processes spanning legal, sales, finance, operations, and marketing.
- Led 100+ full-lifecycle PR campaigns generating $500K+ in repeat business; earned Sway Group the PR News' Digital PR Award for Best Social Networking Campaign.
- Drafted and reviewed client and talent contracts.
- Conducted data analysis for internal reporting, company benchmarks, award submissions, and case studies.
- Managed financial operations including A/R, A/P, financial reporting, and tax preparation.

INTERESTS

International shuffleboard competitor. Creator of merch for shuffleboard enthusiasts. Current fixations include Piecework puzzles, soft serve, and Olivia Dean.

EDUCATION

DePaul University | Chicago, IL | BA in Psychology | Jan 2007 – Jun 2011