

# ELISABETH C. PODLUBNY

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## EXPERIENCE

**BPM**, Remote

***Tax Learning Strategist***, March 2023 – Present

- Lead the development and implementation of comprehensive training programs for experienced and new hires within the Tax practice, enhancing technical and professional skill proficiency across all levels.
- Research and pilot the integration of AI into L&D processes, including facilitation in the metaverse, improving training efficiency and effectiveness.
- Develop and facilitate firm-wide training resources, including continuing professional education training materials, resulting in a standardized learning approach across the firm.
- Conduct needs analyses, collaborating with subject matter experts to assess learning requirements and tailor content for diverse learning audiences.
- Manage vendor selection, pilot programs, logistics, and post-program assessments, ensuring successful implementation of learning initiatives.

**Ayco, a Goldman Sachs Company**, Parsippany, NJ

***Quality, Training, and Development***, March 2019-Present

- Developed and delivered new-hire and ongoing training programs using Learning Management Systems (LMS) and eLearning authoring tools, such as Articulate 360 and Camtasia.
- Streamlined course content to create engaging, up-to-date training curricula, supporting a consistent learning experience for national teams.
- Collaborated closely with advisors to ensure client materials aligned with the firm's internal processes and client service standards.

**Newman & Denburg, L.L.C.**, Fair Lawn, NJ

***Paralegal***, May 2018-February 2019; March-August 2017

- Provided comprehensive legal support on various civil cases, including personal injury and landlord-tenant disputes.
- Conducted legal research, drafted court submissions, and maintained detailed records, ensuring client confidentiality and legal compliance.

**Roomeze**, New York, NY

***Training and Development Associate***, May 2016-February 2017

- Designed and delivered targeted training programs to enhance employee engagement and drive business outcomes.
- Collaborated with senior leaders to identify team-specific training needs, ensuring alignment with organizational goals.

## EDUCATION

**Elisabeth Haub School of Law at Pace University**, White Plains, NY

Juris Doctor, May 2020

***Honors:*** Merit Scholarship, Dean's List (2018)

**Fordham University**, New York, NY

Bachelor of Science in Psychology with a Minor in English, May 2016

**SKILLS:** Instructional Design • Articulate • Canva • AI • Microsoft 365 • Salesforce • Bilingual (Russian)