

EDUCATION**The University of Scranton**, Kania School of Management**Scranton, PA***Bachelor of Science in Supply Chain Management; Minor in Business Analytics**Graduation May 2029*

- Loyola Scholarship given for academic achievement

Easton Area High School**Easton, PA***Diploma**June 2025*

- Overall GPA: 3.6/4.0

RELEVANT COURSEWORK**In-Progress:** Career and Professional Development | Microeconomics | Business Information and Oral Proficiency (Excel, PowerPoint, Word)**WORK EXPERIENCE****Diner 248****Easton, PA***Host**December 2023-Present*

- Greet and seat guests while managing reservations and waitlists to maximize table turnover
- Deliver excellent first impressions and provide friendly, professional customer service
- Handle guest concerns with professionalism, resolving issues quickly to maintain positive experiences

*Cashier**December 2023-Present*

- Accurately process credit, cash, and gift card transactions while balancing the register at shift close
- Handle server tip-outs for credit card tips, ensuring accurate distribution and proper record-keeping
- Support the Host team during peak hours by assisting with guest seating, to-go orders, and guest inquiries

*Busser**December 2023-Present*

- Clear and reset tables efficiently to maintain fast table turnover during peak dining hours
- Maintain the cleanliness of the dining area, including the floors, tables, and service stations
- Monitor stock of ice, cups, and utensils to support smooth restaurant operations

VOLUNTEER EXPERIENCE**Local Portuguese Club Fundraisers****Bethlehem, PA***Waiter**June 2016-August 2025*

- Waited tables for large fundraiser parties, providing courteous and efficient service to guests
- Delivered food and beverages promptly while ensuring a positive dining experience
- Assisted with event setup and cleanup to support smooth and successful fundraisers

National Junior Honors Society**Easton, PA***Volunteering**June 2020-June 2025*

- Participated in community service projects, including school fundraisers, food drives, and local outreach events
- Collaborated with members to plan service initiatives that supported school and community needs
- Contributed to promoting academic excellence, character, and service within the school community

ADDITIONAL INFORMATION*Activities:* Entrepreneurship Club, Business Club*Certifications:* Microsoft Word Certification*Skills:* Social Media (Facebook, X, Instagram)
Microsoft Office (Excel, PowerPoint, Word)*Interests:* Video Games, Comics, Anime, Business