

# NINO RUGGERI

## EDUCATION

**EMERSON COLLEGE**  
BFA IN MUSICAL THEATRE  
May 2021 (anticipated)  
Current GPA: 3.71

**CANTON HIGH SCHOOL**  
HIGH SCHOOL DIPLOMA  
June 2017

- Class of 2017 Student Council Vice President
- Canton Public School's School Board Student Representative

## EXPERIENCE

### **FRONT OF HOUSE STAFF**

HUNTINGTON THEATRE COMPANY | OCTOBER 2019 - CURRENT

- Handled ticketing patrons while welcoming them to theatre and giving directions to their seat
- Ushered patrons to their seat while handing out programs
- Bartending and snack handling
- Ran coat check

### **COVID-19 SYMPTOM SURVEYOR**

KELLY SERVICES | MAY 2020 -JUNE 2020

- Checked in employees while checking for symptoms of COVID-19 before work.

### **SERVER**

PARK SQUARE CAFE | AUGUST 2017 - CURRENT

- Guided guests through the menu and specials and maintained a thorough knowledge of all menu items, beverages and food specials
- Handled and counted money and interacted with customers during transactions

### **TOUR GUIDE**

THE BOCH CENTER | JUNE 2019 - MARCH 2020

- Gave hourly tours of the Wang Theatre in Boston, MA
- Developed combination of pre-planned and ad hoc adaptations of tour content according to audience makeup (e.g. Boston locals, domestic and international tourists, families, special interest groups, etc)

### **PARTY ENTERTAINER**

AMAZING KIDS PARTY | JUNE 2019- SEPTEMBER 2020

- Served as a entertainer for children's parties
- Supervised and took responsibility for groups of children, while setting up games and activities for them to participate in.
- Occasionally came to parties in costume as a requested character.
- Painted faces and made balloon animals upon request.
- Maintained a professional yet fun attitude under all working conditions

### **RESERVATION SPECIALIST**

BOSTON CARRIAGE | JUNE 2018-SEPTEMBER 2018

- Communicated with clients to book, cancel, update, and rearrange, reservations.
- Assisted superiors in scheduling interviews.
- Maintained a professional attitude when dealing with potential clients and maintained a working knowledge of company policies and services.

## CONTACT ME

Phone:  
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ninoruggeri.com

## PROFESSIONAL SKILLS

Exemplary customer service skills

Proficient in:

- Microsoft Word
- Excel
- Powerpoint

Strong communication skills

Collaborative nature

Experienced in operating cash registers and handling transactions

- TIPs Certified

## PERSONAL SKILLS

Reliable and professional

Organized

Fast learner

Motivated and dedicated

