

JILLIAN ROMAGNANO

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EDUCATION:

Emmanuel College, Boston, MA

Bachelor of Science degree

Expected May 2024

Major: Developmental Psychology, Second Year Student

Minor: Theater Arts

EXPERIENCE:

Uptown Sandwiches, Putnam, CT

July 2019 - August 2021

Waitress/Cook

- Assist host or hostess by answering phones to take reservations or to-go orders, and by greeting, seating, and thanking guests.
- Perform cleaning duties, such as sweeping and mopping floors, vacuuming carpet, tidying up server station, taking out trash, or checking and cleaning bathroom.
- Received award for store's top winter holiday salesperson in 2010 with \$6000 of merchandise sold
- Work closely with Display Artist to help develop and contribute unique perspectives to store displays

Dunkin' Donuts, Putnam, CT

September 2020 - January 2021

Crew Member

- Take, serve, and prepare orders from patrons for food or beverages.
- Daily opening and closing of cash drawer, money counts, separating charge slips, coupons, and vouchers, balancing cash drawers, and making deposits.
- Perform inventory and replenishing of new stock.

Target, Boston, MA

September 2021-Present

Team Member

- Issue receipts, refunds, credits or change due to customers.
- Receive payment by cash, check, credit cards, vouchers, or automatic debits.
- Recommend, select, and help locate or obtain merchandise based on customer needs and desires.
- Cross-trained into multiple departments such as Guest Service and Starbucks.

SKILLS:

Computer: Microsoft Office Programs, Basic knowledge of Adobe Premier Video Editor

Language: English and Polite Spanish

VOLUNTEER SERVICE:

ACT Performing Arts Magnet High School, Willimantic, CT

August 2016-June 2020

- Helped to build sets for shows, ushered audiences to seats, entertained nursing home patients, guided students and families during orientation days.

EXTRACURRICULAR ACTIVITIES:

ACT Performing Arts Magnet High School - A Cappella Choir (2016-2020)

ACT Performing Arts Magnet High School - SHOW Performance Program (2017-2020)