



Gabrielle Rooney

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Education

Columbia College Chicago, (*Chicago, IL*)

September 2018 - December 2022

BA Theatre Directing, BA Entertainment Marketing

Work Experience

Colectivo Coffee (*Chicago, IL*)

April 2022 – Present

Lead Barista

- ❖ Trains coworkers in milk steaming, dialing in, pulling shots, prepping drinks, and maintaining the bar area
- ❖ Delegates bar tasks to coworkers in support of management team
- ❖ Develops training plans in collaboration with General Manager
- ❖ Encourages coworkers to taste, analyze, and converse about the product with the team and customers
- ❖ Prepares and serves 50-150 drinks accurately and efficiently during each shift
- ❖ Preserves quality of products and service while multitasking
- ❖ Maintains flexibility by sliding into different roles as needed throughout each shift

Invictus Theatre Company (*Chicago, IL*)

December 2022 – June 2023

Stage Manager

- ❖ Develops and distributes schedules to Actors and Production Team
- ❖ Facilitates communication between Designers, Actors, and Production Team via email and phone
- ❖ Archives all paperwork created throughout production on Google Drive
- ❖ Coordinates and Schedules production meetings, rehearsals, and all additional meetings as needed

Happy Camper Pizzeria (*Chicago, IL*)

November 2021 – April 2022

Host

- ❖ Greeted 80-500 patrons per shift
- ❖ Planned 20-150 reservation placements in restaurant using Open Table program
- ❖ Contacted 10-25 patrons per shift via phone to confirm future reservations to ensure accurate records

The Wellshire Morton Grove (*Morton Grove, IL*)

June 2021 – October 2021

Activity Aide

- ❖ Developed and Scheduled monthly programs including 2-3 activities per day
- ❖ Engaged 10+ residents per activity
- ❖ Assisted CNAs and Servers in care tasks during meal times
- ❖ Compiled shopping lists to fit within monthly Activity budget

Bella Terra Morton Grove (*Morton Grove, IL*)

April 2020 – October 2021

Activity Assistant/ Temporary Nursing Assistant

- ❖ Scheduled daily activities for 15+ residents
- ❖ Oversaw proper care and supervision of 25+ residents with dementia and other illnesses
- ❖ Served meals to 25+ residents and Fed 2-4 residents who required assistance during meal times

University Center (*Chicago, IL*)

August 2019 – May 2021

Resident Advisor

- ❖ Facilitated 20+ programs for residents over the course of each school year
- ❖ Oversaw 110 residents on a single floor and over 1500 residents within the entire building
- ❖ Mentored 3-6 new Resident Advisors to boost productivity, job satisfaction, and leadership skills