

# Bradley Trevisone

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## EDUCATION

### University of Massachusetts Amherst

- Bachelor of Arts, Major: English, May 2025, GPA: 3.6
  - Professional Writing Specialization
  - Creative Writing Certificate
- Abroad Summer Seminar at Oxford University, Oxford, United Kingdom

### MassBay Community College

- Associates in Liberal Arts English, May 2022

## EXPERIENCE

Davio's Northern Italian Steakhouse, Newton, MA

### Fine Dining Expeditor, 2017-2020

- Managed ticket time of cooked food to ensure a fine dining experience
- Served as the primary liaison between the staff or customers and the kitchen
- Utilized information provided by the head chef to create an action plan for the team
- Created necessary action plans in response to restaurant
- Communication detailed instructions to a small team to ensure efficiency
- Delegated tasks to team based on the needs and stream of customers
- Cross referenced menu ingredients and kitchen habits to protect against allergic reactions

Michael E. Capuano Early Childhood Center, Somerville, MA

### Summer Program Para/Teaching Assistant, 2017

- Aided with student drop off in the mornings for assigned pre-k/kindergarteners
- Communicated with parents daily on students progress and behaviors
- Assisted students as needed based on their social and developmental needs
- Observed dedicated play time to ensure a safe and friendly environment for all
- Provided support to verbal and non verbal students with special needs
- Responded to unsafe and unfriendly behaviors as needed in accordance with training

**Computer Skills:** Microsoft Word, Excel, PowerPoint, Adobe Photoshop, Illustrator, Lightroom, In Design, Figma, HTML, CCS, JavaScript

## AWARDS

Cleo Zoukis Ploussios Memorial Scholarship- 2024

Ernest H. Hofer Oxford Summer Seminar Scholarship