

22332 Watson Circle NW
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Brian W. Olson

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Education

University of Minnesota Minneapolis, MN

College of Liberal Arts

Bachelor of Arts English & Sociology (double major) May 2012

Extracurricular Activities: English Undergraduate Conference 2012, Dean's List 2012, Major Mentor 2010-11, Finalist for Mentor Series at Loft Literary Center 2018

Work Experience

Workflow Editor

Digistream Investigations

Eden Prairie, MN
January 2022-Present

- Proofread and edited surveillance and intelligence reports for client use
- Uploaded, burned and reduced raw video footage to a compilation of relevant clips for client use
- Accurately processed customer orders
- Carried out support work for Research Analysts including identifying relevant articles and social media accounts and analyzing those social media accounts for critical information

Server

Houlihan's

Richfield, MN
September 2018-November 2020

- Served 4-12 tables at a time while also being able to multitask ancillary responsibilities in order to ensure customer satisfaction and positive dining experience
- Performed food preparation duties, such as preparing salads and appetizers, portioning desserts and brewing coffee
- Skilled at being able to anticipate, identify, and meet the needs of customers

Shift Lead

Ruby Tuesday

Edina, MN
August 2011-August 2018

- Managed accurate reporting of daily deposits throughout shift
- Fluidly moved between dissimilar positions in high-stress environment to meet the needs of both customers and other employees
- Assisted as primary trainer for new servers, bussers, and hosts
- Reshaped and modified store processes to increase efficiency while maintaining quality