Rocco Jemilo

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SUMMARY

Data Science graduate with 3+ years of operations management, data analysis, and process optimization experience. Proficient in Python, SQL, Notion, and Google Cloud Platform with proven ability to reduce costs, improve efficiency, and deliver data-driven solutions.

EDUCATION

University of Wisconsin-Madison - Madison, WI | Dec 2024
Bachelor of Science: Information Science
- Certificates (minors): Computer Science, Data Science
- GPA: 3.3 (Dean's List: 3 semesters)
- Relevant Coursework: Java, Python, Data Visualizations, Database Management, Statistics, Computer Engineering & Ethics

SKILLS

Technical Skills: Python (Pandas), SQL, Tableau, Microsoft Excel, Google Cloud Platform (GCP), Notion, DaVinci Resolve, Canva, Windows/macOS/Linux
Soft Skills: Leadership, Organization, Communication, Customer Service, Problem-solving, Time Management

EXPERIENCE

The Abbey Pub and Grub - Menomonie, WI
Bartender | Nov 2025 - Present
- Provide exceptional customer service in a fast-paced environment, managing 50+ orders per shift
- Process average of $1000+ in daily transactions with 100% cash handling accuracy
- Maintain 95%+ customer satisfaction through attentive service and issue resolution

Parthenon Gyros - Madison, WI
Freelance Video & Content Curator | Nov 2025 - Present
- Streamline processes using Notion and AI-assisted tools, reducing creation time by 30%
- Create 10+ training videos and curate informational content for internal training programs
- Manage project timelines and deliverables, maintaining quality and consistency across materials
- Collaborate with management to ensure content aligns with organizational goals and standards
- Utilize DaVinci Resolve and Canva to produce professional-quality training materials with consistent branding

Administrative & Operations Manager | Aug 2024 - Aug 2025
- Reduced costs by 4% through strategic vendor changes and supplier pricing analysis
- Cut overscheduling by 90% by analyzing employee schedules to improve workforce planning
- Streamlined documentation for scheduling and vendor payments, improving organizational efficiency
- Contributed to weekly leadership meetings on strategic planning and operational improvements

Shift Leader | Aug 2021 - Aug 2025
- Supervised teams of 3-8 employees per shift, providing coaching and performance feedback
- Trained and onboarded 5 new employees, delivering ongoing support to full team
- Ensured compliance with food safety, quality control, and health regulations

Vets Plus, Inc. - Menomonie, WI
Production Operator & Quality Control Intern | May 2020 - Aug 2021
- Performed quality control inspections ensuring FDA compliance and accurate SDS documentation
- Monitored daily manufacturing operations to maintain safety standards and identify process inefficiencies

Chemistry R&D Assistant | May 2019 - Aug 2019
- Conducted testing on 4+ quality metrics per product batch before commercial release
- Supported product development from formulation through regulatory approval for commercial sale

Accounting Assistant | May 2016 - Aug 2020
- Digitized and organized 10,000+ company documents improving document retrieval efficiency

Projects

Personal Finance Analytics - Google Sheets
- Analyzed 12 months of transaction data from 2 sources totaling 700+ entries
- Standardized inconsistent 250+ merchant names and categorized transactions across 10 expense categories
- Built interactive dashboard with pivot tables visualizing spending trends by category and month