

Rocco Jemilo

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PROFESSIONAL SUMMARY

Detail-oriented Information Science graduate with experience in operations management, data analysis, and process optimization. Skilled in Python, Tableau, and data visualization, with additional expertise in video and informational material curation. Strong leadership, organizational, and problem-solving abilities. Excels in fast-paced environments and committed to delivering high-quality, efficient results.

EDUCATION

University of Wisconsin-Madison - Madison, WI | Dec 2024

Bachelor of Science: Information Science

- Certificates (minors): Computer Science, Data Science
- GPA: 3.3, three semesters on the Dean's List
- Relevant Coursework: *Java, Python, Data Visualizations, Database Management, Statistics, Computer Engineering & Ethics*

SKILLS

Technical Skills: Python, SQL, Tableau, Pandas, Microsoft Office, Google Cloud, Davinci Resolve, Canva, Windows/Linux/macOS, Toast

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 high-volume orders
- Maintain accurate cash handling and POS operations while ensuring smooth service
- Collaborate with team members and handle customer feedback to maintain satisfaction

Parthenon Gyros - Madison, WI

Freelance Video & Content Curator | Nov 2025 - Present

- Produce and curate video and information content for internal training purposes
- Collaborate with management to ensure content aligns with organizational goals and standards
- Manage project timelines and deliverables, maintaining quality and consistency across materials
- Utilize video editing and curation tools (Davinci Resolve, Canva) to enhance clarity and engagement

Administrative & Operations Manager | Aug 2024 - Aug 2025

- Cut overscheduling by 90% by analyzing employee schedules to improve workforce planning
- Reduced costs by 4% through strategic vendor changes and supplier pricing analysis
- 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 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

- Inspected product batches for regulatory compliance and maintained SDS documentation
- Conducted daily inspections to ensure safe and efficient operations

Chemistry R&D Assistant | May 2019 - Aug 2019

- Inspected product batches for regulatory compliance and maintained SDS documentation
- Conducted daily inspections to ensure safe and efficient operations

Accounting Assistant | May 2016 - Aug 2020

- Digitized and organized 10,000+ company documents and performed clerical tasks

INVOLVEMENT

UW-Madison Cyber Security Club (CSEC) – Member | Sept 2023 – Dec 2024

INTERESTS

Interests: Hiking, Running, Travel, Camping, Skiing, Live Music, Fishing, Video Editing, Local Art