

Vince Silvestro

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KEY SKILLS

Soft Skills

Communication, Organization, Flexibility, Continuous Improvement.

Hard Skills

Microsoft Office, Google Drive Suite, GitHub, Python, Lucidchart, Command Prompt.

EDUCATION

Cuyahoga Community College — *IT 1025: Information Technology Concepts for Programmers*

August 2020 - Present

- Utilized GitHub to format eight readme.md lab reports and final project to exceed class expectations.
- Designed a practical Infrastructure Topology network scheme on Lucidchart using Cisco Network Icons.
- Executed a program in IDLE that greets users by name and tells them what their age will be in a year.
- Constructed a webpage in HTML and CSS highlighting images (pulled from personal Google Drive account) that function as clickable links. Also features headings, a border, background, and a "mailto:" button.

Cleveland State University — *B.A. in Music*

August 2015 - May 2019

- Relevant Coursework: Statistical Concepts with Applications, Applied Statistics, Fundamentals of Marketing.
- GPA: 3.56 (Cum Laude).

PRIOR WORK EXPERIENCE

Professional Musician

May 2018 - Present

Educator, Manager, Performer

- Built a streamlined digital homework distribution system now widely used by the Lakewood Music Academy (Lakewood, OH).
- Carefully personalize goals and lesson plans to guide music students—of all developmental stages—to success.
- Collaborated with bandmates of Cleveland band to book a timeline of 100+ tour dates in 2019.
- Designed and managed a register of 700 relationships to cultivate band growth.

US Bank

June 2018 - July 2019

Teller

- Constantly updated client/prospect database with accuracy to ensure maximum consumer benefit.
- Assured customer and branch security by habitually verifying identities, diligently following bank procedures, and overseeing a maximum of \$9,000 cash.

Angie's Pizza

February 2015 - June 2018

Shift Leader

- Fostered a positive, cohesive work environment in back of house.
- Met customer demands in the dining room, on the phone, and in front of house with integrity and efficiency.
- Conducted all opening & closing bookwork while delegating daily tasks among three to four crew members to maximize productivity.