

# Breanna Smith

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## EXPERIENCE

### **Western Psychiatric Institute and Clinic, Pittsburgh— *Student Behavioral Associate***

August 2022- Present

- Assists the nurse and other direct care staff in the provision of physical care and clinical intervention as assessed by client needs
- Documents in the medical record according to established policies
- Maintains on-going communication with the treatment team and charge nurse regarding observations of patients' medical and behavioral symptoms and the care provided
- Learns and utilizes up-to-date technology and practices in the delivery of patient care

### **William Pitt Union, Pittsburgh— *Ticket Office Student Manager***

February 2022- December 2022

- Prepare cash boxes for student organizations to allow them to fundraise and have their money store in a safe place
- Reply to emails regarding the ticket office to ensure that we are able to provide services that may be beneficial to student organizations
- Run staff meetings for the Guest Relations Assistants and prepare the meeting minutes to share important information with the team

### **William Pitt Union, Pittsburgh— *Guest Relations Assistant***

August 2021- January 2022

- Answered general questions about the university
- Worked in the ticket office selling ski tickets, football parking passes, lockers, and handing out cash boxes
- Working with facilities and the reservations team to help fix problems with events held in the Union

### **McDonald's, Danville — *Crew Member***

April 2020 - August 2022

- Serve customers through the drive through by talking their orders, handling their money, and presenting them with the food
- Continuing to keep the lobby and dine in area clean while serving the customers in the store

## SKILLS

- ★ Leadership Skills
- ★ Ability to Multitask
- ★ Ability to Work Under Pressure
- ★ Ability to Work in a Team
- ★ Fast Learner
- ★ Communication Skills
- ★ Hard Working

- Assembling the food in an orderly and efficient manner
- Training new employees to not only be able to use the POS system but also to improve their customer service skills

### **Old Forge Brewing Company, Danville — *Hostess and Food Runner***

November 2018- March 2020

- Greeted customers as they walked into the door and seated them for their meal
- Worked hand in hand with the kitchen staff to prepare the food and deliver it to the tables

### **Cesari's Pizza (Knoebels), Elysburg — *Food Service Worker***

August 2016 - July 2019

- Prepared ingredients for the kitchen and washed the dishes to ensure efficiency when the pizza was made.
- Worked face to face with customers when taking their order, preparing their slices, and delivering their pizza to their table.
- Provided training for new employees as they were hired on to the seasonal job

### **Extra- Curricular Activities**

#### **Director of Programming at Pitt Dance Marathon, Pittsburgh**

March 2022 - Current

- Delegating actions items among the student panel and chair positions
- Planning monthly events to help recruit participants for Pitt Dance Marathon and raise money for the Children's Hospital of Pittsburgh
- Collaborate with the rest of the Executive board along with staff members of the University of Pittsburgh, representative of Children's Miracle network, and representatives of the Children's Hospital of Pittsburgh

#### **Alumni Relations Chair at Pitt Dance Marathon, Pittsburgh**

May 2021- March 2022

- Continuing to connect the alumni to PDM by sending out monthly emails of updates, planning virtual and in-person events,

creating new initiatives to engage them.

- Meeting monthly with a small group of alumni to get their opinions on upcoming projects and guidance through this position

## **Dance Instructor Assistant at Komotion Dance Studio, Danville**

August 2018 - May 2020

- Worked alongside my jazz teacher to create choreography for the younger classes, ranging from ages 5-13.
- Met outside of the class to plan the recital performances
- Led the classes in a series of warm-ups and assisted my instructors when need to keep the class attentive and cooperative

## **References**

**Katy Tufts** — *William Pitt Union/ Pitt Dance Marathon*  
[katytufts@pitt.edu](mailto:katytufts@pitt.edu) / (412)648-7811

**Robin Adams** — *Komotion Dance Studio*  
[robinyadams@gmail.com](mailto:robinyadams@gmail.com) / (570)764-2562

**Megan Mrozek** — *McDonald's*  
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