

COVER LETTER

CONTACT INFORMATION:

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PORTFOLIO:



DEAR, HIRING MANAGER,

IN MY YOUTH I WAS MOVED AROUND A LOT OF DIFFERENT ENVIRONMENTS AND CULTURAL GROUPS NOT JUST WITH MY FAMILY BUT WITH FRIENDS AND LATER ACADEMIC POSITIONS. FROM EVERY ENVIRONMENT I WAS IN I ALWAYS TOOK SOME TYPE OF PROCEDURE OR PERCEPTIVE AWAY WHICH HELPED BUILD MY CHARACTER. THIS UNDERSTANDING OF MULTIPLE APPROACHES TO COMMUNICATION AMONG DIFFERENT GROUP IS WHAT INCLINED MY INTEREST INTO APPLY FOR SUCH A POSITION AS COMMUNICATION SPECIALIST OF GM FINANCIAL.

IN THE LAST 3 YEARS SINCE I GRADUATED HIGH SCHOOL I'VE BEEN COLLECTING OPERATIONAL DATA ON MULTIPLE BUSINESSES AND APPL THEM TO MY OWN WITH THE ADDITION GAINING CONNECTIONS FROM SUCH BUSINESSES FOR COLLABORATION. DURING SUCH A SEASON OF TRIAL ERROR I'VE HOMED IN ON MY SKILLS OF MARKETING AND BRAND CULTIVATION. I CARRIED OUT SUCH A PROCEDURE DURING MY TIME IN OHIO AS THE ASSISTANT GENERAL MANAGER OF JERSEY MIKE'S, WHEN I APPLIED THEIR SAME BUSINESS MODEL TO MY DBA OF REALEST ENTERTAINMEANT LLC THAT I HAD AT THE TIME WITH THE ADDITION START MY VENTURE IN MY COMPANY SUCH AS EVENTS AND COLLABORATION DATA EVALUATION. IT WOULD BE MY PLEASURE TO BRING THIS SAME DRIVE AND INSIGHT INTO THIS COMPANY TO PUSH GM FINANCIALS CONNECTIONS AND MEDIA OUTLOOK.

I'M READY TO TAKE THIS OPPORTUNITY FURTHER AND HELP YOUR GM FINANCIAL IN WHATEVER WAY I CAN NOT JUST THROUGH THIS POSITION BUT OVERALL, WITH THIS COMPANY. I LOOK FORWARD TO SPEAKING WITH YOU SOON THANK YOU SO MUCH FOR YOUR CONSIDERATION.

SINCERELY, GAVIN LEVERITT



**GAVIN
LEVERITT**

ENTREPRENEURIAL PROJECT EXPERIENCE

CEO & FOUNDER — REALEST ENTERTAINMEANT

FORT WORTH, TX | 2022 – PRESENT

- FOUNDED AND DEVELOPED A MULTI-DISCIPLINARY ENTERTAINMENT AND COMMUNITY-DRIVEN BRAND FOCUSED ON STRENGTHENING RELATIONSHIPS BETWEEN LOCAL BUSINESSES AND THE SURROUNDING COMMUNITY.
- BUILT AND MANAGED REALEST ENTERTAINMEANT'S DIGITAL PRESENCE ACROSS MULTIPLE PLATFORMS INCLUDING YOUTUBE, PATREON, INSTAGRAM, AND FACEBOOK, INCREASING BRAND VISIBILITY AND AUDIENCE ENGAGEMENT.
- PLANNED AND EXECUTED LIVE EVENTS AND LISTENING ENTERTAINMENT EXPERIENCES, OVERSEEING LOGISTICS, AUDIENCE COORDINATION, TECHNICAL PRODUCTION, AND CREATIVE DIRECTION.
- DESIGNED AND BEGAN CONSTRUCTING CUSTOM SERVERS AND BACKEND INFRASTRUCTURE TO SUPPORT LONG-TERM BRAND DEVELOPMENT, DATA COLLECTION, AND DIGITAL PLATFORM EXPANSION.
- CONDUCT ONGOING RESEARCH AND DATA GATHERING ON LOCAL ENTERTAINMENT-BASED BUSINESSES TO MAP COMPETITIVE LANDSCAPES, IDENTIFY COLLABORATION OPPORTUNITIES, AND TRACK COMMUNITY ENGAGEMENT TRENDS.
- LEAD LONG-TERM STRATEGIC VISION AIMED AT CONNECTING COMMUNITIES WITH LOCAL BUSINESSES THROUGH ENTERTAINMENT, MEDIA OUTREACH, AND SHARED ECONOMIC DEVELOPMENT.



GAVIN
LEVERITT

EXPERIENCE:

RESUME CONTINUED

ASSISTANT GENERAL MANAGER — JERSEY MIKE'S SUBS

FORT WORTH, TX / SEPTEMBER 2024 – MAY 2025

- SUPERVISED DAILY STORE OPERATIONS, STAFF SCHEDULING, CASH HANDLING, AND CUSTOMER SERVICE.
- TRAINED AND COACHED EMPLOYEES, ENHANCING WORKPLACE PRODUCTIVITY AND SERVICE QUALITY.
- OVERSAW INVENTORY MANAGEMENT AND SUPPLY ORDERING TO MAINTAIN OPERATIONAL READINESS.
- APPLIED STRATEGIC LEADERSHIP METHODS THAT CONTRIBUTED TO INCREASED STORE EFFICIENCY AND CUSTOMER SATISFACTION.

DISTRICT MANAGER — GABRIEL PREMIUM BEEF

DALLAS, TX / AUGUST 2025 – PRESENT

- OVERSEE MULTI-LOCATION OPERATIONS, ENSURING HIGH PRODUCT QUALITY, INVENTORY ACCURACY, AND BRAND CONSISTENCY ACROSS ALL SITES.
- LEAD HIRING, TRAINING, AND PERFORMANCE DEVELOPMENT FOR REGIONAL STAFF, IMPROVING OPERATIONAL EFFICIENCY AND CUSTOMER SATISFACTION.
- MANAGE LOGISTICS, DISTRIBUTION, AND SALES COORDINATION WITH VENDORS, CORPORATE PARTNERS, AND CLIENTS.
- IMPLEMENT STRATEGIC INITIATIVES TO EXPAND MARKET PRESENCE AND STREAMLINE OPERATIONAL WORKFLOWS.

EDUCATION:

TARRANT COUNTY COLLEGE (TCC)

FORT WORTH, TX

BACHELOR OF BUSINESS ENTREPRENEURSHIP — IN PROGRESS

AUGUST 2025 – PRESENT

GREEN B. TRIMBLE TECHNICAL HIGH SCHOOL

FORT WORTH, TX

HIGH SCHOOL DIPLOMA — MAJOR: AUDIOVISUAL PRODUCTION

AUGUST 2018 – MAY 2022



GAVIN
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RESUME

APPLYING FOR
COMMUNICATIONS
SPECIALIST POSITION

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CHRISTIAN COMMUNITY LEADER |
TECHNICAL SPECIALIST | CREATIVE
DIRECTOR

SKILLS/COMPETENCIES:

- LEADERSHIP & OPERATIONS: TEAM LEADERSHIP, STRATEGIC PLANNING, PUBLIC SPEAKING, PROGRAM DEVELOPMENT
- TECHNICAL SKILLS: SOCIAL MEDIA TOOLS, BRAND PROMOTION, GRAPHIC DESIGN, AUDIO/VISUAL PROGRAMMING, TECH TROUBLESHOOTING
- CREATIVE SKILLS: PROMOTING CAPABILITIES, MARKETING CAPABILITIES,

EXPERIENCE:

BUSSER (PART-TIME) — PAPPASITO'S CANTINA

FORT WORTH, TX | DECEMBER 2021 – MAY 2022

- SUPPORTED TABLE TURNOVER, GUEST SERVICE, AND RESTAURANT CLEANLINESS IN A FAST-PACED ENVIRONMENT.
- ASSISTED SERVERS AND HOSTS TO MAINTAIN STRONG CUSTOMER EXPERIENCES.
- DEMONSTRATED RELIABILITY, TEAMWORK, AND CONSISTENCY DURING PEAK RESTAURANT HOURS.

AUDIO & LIGHTING TECHNICIAN (CONTRACT) — BISHOP ARTS THEATRE CENTER

DALLAS, TX | JULY 2022 – DECEMBER 2022

- OPERATED AUDIO, LIGHTING, AND STAGE EQUIPMENT FOR THEATRE PRODUCTIONS AND LIVE EVENTS.
- COLLABORATED WITH DIRECTORS AND PERFORMERS TO CREATE IMMERSIVE VISUAL AND SOUND ENVIRONMENTS.
- CONDUCTED EQUIPMENT SETUP, TROUBLESHOOTING, AND STRIKE-DOWN FOR ALL SHOWS.
- IMPROVED PRODUCTION QUALITY THROUGH CREATIVE TECHNICAL ADJUSTMENTS AND WORKFLOW EFFICIENCY.



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