

OLIVIA CASPER

ocasper@email.sc.edu | (401)234-6373 | www.linkedin.com/in/oliviaacasper

Current Address:

1015 Assembly Street 3316A
Columbia, SC, 29201

Permanent Address:

East Greenwich, RI

EDUCATION

University of South Carolina

Columbia, SC

Major: Computer Information Systems

May 2026

Minor: Spanish | Business Information Management

Overall GPA: 3.967

Capstone Scholars Program

August 2022- Present

Awards: Academic Scholar – Distinction Award recipient

August 2022

President's List x2 | Dean's List

August 2022-December 2023

EXPERIENCE

Besos Tapas and Wine Bar

East Greenwich, RI

Server/Hostess

May 2023- Present

- Manage a dynamic section, taking orders accurately, and delivering food and beverages with attention to detail
- Actively engage with customers, anticipate needs, and promptly address any concerns or special requests
- Handle cash transactions, process payments, and manage POS systems

The County Seat

East Greenwich, RI

Hostess/Food Runner

May- August 2022

- Greet and seat guests promptly, ensuring a positive initial impression
- Schedule over 100 reservations per shift while maintaining an organized seating chart to optimize table turnover
- Effectively communicate with the kitchen to ensure timely food delivery

LEADERSHIP & INVOLVEMENT

Phi Mu Fraternity

October 2022-Present

Member

- Participating in philanthropic and service events supporting Children's Miracle Network Hospital
- Developed strong interpersonal and communication skills through participation in fraternity meetings, events, and collaborative projects
- Attend regular committee meetings to discuss ideas, address concerns, and make informed decisions regarding house aesthetics.
- Played a significant role in the fundraising efforts for our annual philanthropy event, Bonnamu, which raised close to \$19,000 toward CMNH

USC Dance Marathon

August 2022-Present

Morale

- Boost energy and recruit new members into the organization
- Raising funds for the local Children's Miracle Network Hospital to help provide life-saving care to kids in need
- Personally raised over \$1,400 toward the organization's grand total of \$93,000 by advertising on Facebook, email, messaging, and tabling

SKILLS

Languages: English (Native) | Spanish

Technological Proficiency: Microsoft Word OS | Excel OS | Power Point OS | Adobe Photoshop (Basic) | Google Drive

