

# RENEE BOGDANY

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## Education

**Clayton A. Bouton High School**

Class of 2020

**Rochester Institute of Technology**

Expected Graduation: 2024

Major: Human-Centered Computing

GPA: 4.0

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## Job Experience

**Hostess/Runner/Garden Bistro 24**

**May 2021 - Present**

- My responsibilities for hostess include greeting people when they enter the restaurant and seating them, answering phone calls for the restaurant, giving people online orders and dealing with their payments, setting up tables, and clearing and cleaning the tables.
- I also clean the restaurant at the end of the day.
- As a runner, I also set up and clear/clean tables, but my responsibilities also include bringing food out to guests, adding correct sides (such as sauces) to certain dishes, drying and putting away dishes and silverware, and making sure that certain things are ready for dishes (such as certain plates/napkins or bullets of sauces).

**Office Cleaner/Mitchell Associates Architects**

**January 2020 - March 2020**

- I cleaned the office for Mitchell Associates Architects.
- My responsibilities included vacuuming, taking out the trash and recycling, sweeping, mopping, dusting, cleaning the kitchen and bathroom, etc.

**Referee/New Scotland Kiwanis Soccer Club**

**August 2016 - November 2019**

- I refereed Kiwanis soccer games for elementary age kids (grades kindergarten through fifth) playing soccer.
- I helped set up fields to be ready before the games and I helped to clean up the fields and put away equipment after the games.
- I dealt with arguments between parents, coaches, players, etc.
- I also had to make sure the games started and ended on time.

**Admissions Table/St. Matthew's CYO**

**November 2017 - March 2020**

- I worked at the concessions/admissions table for CYO basketball games.
- I set up and took down the admissions table and the concessions they sold, dealt with the people paying to get into the games and buying food, t-shirts, or other merchandise, and paid the referees of the games.