

Gabrielle Nunez

871 E. Hattswank Rd., Loveland, OH 45140
(513) 702-9615 Cell

Nunezgm@gmail.uc.edu

Public Relations

*Proven team leader with the ability to overcome complex customer service challenges.
Goal and people oriented with outstanding communication skills that will advance your company's image.
Driven to exceed sales goals and build long term customer relationships.*

Business Skills

- Public Speaking
- Social Media
- Team Building
- Organization
- Customer Service

Technical Skills

- Microsoft Office 2016: Word, Power Point, Excel
- Typing
- Twitter, Facebook, Instagram
- Blogging

Experience

Server/Shift Leader

Gold Star Chili - Maineville, OH
June 2011 – Present

The skills acquired as a server and shift leader are in customer service, administrative tasks, resolving customer issues quickly and efficiently with patience and understanding for the customer's needs. Adhering to the knowledge that the customers' needs must be met, following up with appropriate changes to confirm that customer problems were in fact solved with a primary goal to ensure that the customer is pleased when leaving the restaurant and given a great experience they can share with others.

Designed Media Kit

Mixed Martial Arts Gym – Harrison, OH
Current Project

Developing and / designing media kit:
news release, fact sheet, brochures,
and other marketing pieces.

Volunteer

Rothberg Academy – Cincinnati, OH
December 2015 – May 2015

Tutoring students who are struggling
in grades one through four.

Education

Bachelor of Arts: Communications, 2017
University of Cincinnati: Cincinnati, OH

Continuing Education

Bachelor's Degree in Communications
Certification in Public Relations
Certification in Paralegal Studies