

Roy Suarez del Real III

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Professional Summary

Dedicated and versatile event and operations professional with 10+ years of experience leading teams, coordinating large-scale community and corporate events, and managing operations for both nonprofit and private organizations. Skilled in communication, leadership, and relationship building. Seeking a long-term position with a reputable company where I can utilize my management, coordination, and organizational skills to make a meaningful impact.

Professional Experience and Community Work

Board Member / Event Organizer — Milwaukee Air and Water Show, Milwaukee, WI (Jan 2020 – Present)

- Oversee operations and logistics for one of Milwaukee's largest public events.
- Manage and train volunteers; coordinate with vendors and sponsors.
- Troubleshoot issues with patrons, vendors, law enforcement and event staff.
- Collaborate with managers to ensure smooth event execution.
- Direct setup and teardown of sponsor tents and equipment.
- Attend year-round planning meetings and community events with the 128th Air Refueling Wing Community Council.

President — Wilson Park 4th of July Committee, Milwaukee, WI (May 2014 – Present)

- Organize and manage the community parade and celebration.
- Secure participation from organizations, entertainment groups, and officials.
- Recruit and supervise volunteers for logistics, crowd control, and promotions.
- Coordinate permits, safety measures, and vendor payments.
- Partner with city departments and sponsors to ensure event success.

Events Coordinator — Oconomowoc Area Chamber of Commerce, Oconomowoc, WI (June 2023 – April 2024)

- Managed community and business events including awards dinners, markets, networking events, seminars, and races.
- Developed sponsorship opportunities and built relationships to promote member engagement.
- Supported local businesses through brand awareness initiatives and event marketing.

Enrichment Coordinator / Operations Specialist — Rocketship Public Schools Southside Community Prep, Milwaukee, WI (Oct 2018 – Sept 2023)

- Instructed gym classes for K4 through 5th grade students each day.
- Worked as an interventionist for some of our more rambunctious or violent students when teaching and in between classes.
- Fostered strong relationships among staff, students, and families.
- Created and maintained positive student culture through structured enrichment programs.
- Managed student supervision, discipline, and family communication.
- Collaborated with teachers and administrators to enhance student engagement and outcomes.

Operations Manager — UA One, LLC., Waukesha, WI (Sept 2023 – March 2024)

- Oversaw daily operations of a 90-employee team.
- Handled recruiting, hiring, scheduling, and staff retention.
- Managed vendor relationships, product procurement, and pricing negotiations.
- Supervised customer relations, issue resolution, and cash handling.
- Maintained sanitation compliance and operational efficiency.

Education

- Milwaukee Area Technical College — Milwaukee, WI
- Marketing Studies (2005–2006)
- General Diploma (2000)

Certifications

- CPR, AED & First Aid Certified
- Medication Administration Training (special needs focus)
- Valid Driver's License

Community Involvement

- Community Projects for Seniors (Nonprofit) — Southeastern Wisconsin (2008 – Present)
- Volunteer and committee member supporting meal delivery to over 4,000 low-income seniors each Easter, Thanksgiving, and Christmas.
- Participate in product drives, care package deliveries, and senior living center visits.
- Assist with Blue Lotus Resort outings for seniors, providing companionship and support.
- Help with planning, filming, and managing volunteers for large community events.

- Contribute to fundraising efforts including golf outings and social gatherings promoting senior well-being.
- Former board member of Oconomowoc Historical Society & Museum

Skills

- Leadership & Management: Event Operations, Volunteer Coordination, Staff Training, Strategic Planning, Conflict Resolution, Vendor Negotiation, Fundraising & Sponsorship Development
- Event & Marketing: Community Outreach, Public Relations, Donor Relations, Branding, Graphic Design (Canva, WordPress), Email Marketing, Social Media Management, Video Marketing & Production (360° Video Booth, Drone Equipment)
- Technical & Administrative: Microsoft Office Suite, Google Workspace, Salesforce, Raiser's Edge, Yardi, Optim8 Scheduling, CRM Databases, Calendar & Budget Management
- Interpersonal & Communication: Public Speaking, Team Collaboration, Relationship Building, Customer Engagement, Cross-Functional Coordination