

Alberto Garcia Marrero

LinkedIn: <https://www.linkedin.com/in/albertogarciamarrero>

EDUCATION

Florida State University (FSU), College of Law **Tallahassee, FL**
Juris Doctor Candidate Expected May 2023

Florida International University (FIU), College of Business **Miami, FL**
Master's in Business Administration July 2020

GPA: 3.91 / 4.0

Honors: Forbes Under 30 Scholar, FIU Beta Gamma Sigma Chapter Graduate Representative, FIU College of Business Dean's Student Advisory Board Graduate Representative, FIU Honors College Leadership Council Graduate Representative

Florida International University (FIU), Honors College **Miami, FL**
Bachelor of Business Administration in International Business July 2019

GPA: 3.83 / 4.0

Honors: Worlds Ahead Scholar 2019, Dean's List 2016-2019, FIU Outstanding Senior Leadership Award 2018

EXPERIENCE

EPGD Business Law **Miami, FL**
Law Clerk December 2020 - Present

Work with firm managing partners on potential new client calls; Prepare Wills, Revocable Trusts, Durable Power of Attorney, and other related estate planning instruments; Attend court hearings, motion calendars, depositions, and trials with litigation department; Communicate with corporate and tax clients on matters; Carry out legal research for corresponding attorneys.

We Care Chemo Kits, Cancer Foundation **Miami, FL**
Board of Directors December 2019 - Present

Meet once a month to determine activities of organization; Provide social outreach support and aid in the development of fundraising events; Volunteer at social and fundraising events to promote the comfort and care of cancer patients in South Florida.

Eleventh Judicial Circuit of Florida **Miami, FL**
Judicial Intern, Civil Division (8 hours/week) July 2019 – July 2020

Aided judicial assistant on case docket assignments; Prepared briefs on case complaints and supporting documents, such as, motions, amendments, and *pro se* letters; Supported judge during motions calendar, hearings, trials, and document preparation.

Housing Development Software, Inc. **Miami, FL**
Contracts Coordinator (35 hours/week) December 2018 – July 2020

Corrected compliance issue that led to the recovery of \$66,000 in missing royalties; Worked with VP of Business Development and VP of Services to manage over 100 active clients; Corresponded with outside counsel on all legal matters pertaining to new or ongoing contractual agreements; Managed requests, proposals, execution of contracts, and RFPs, RFQs, and RFIs; Filed trademark

applications to the United States Patent and Trademark Office.

City of Doral

Miami, FL

Executive Intern, Office of the Mayor (20 hours/week) January 2019 - April 2019
Researched internal budget records that led to a 2%, \$1.4 million, decrease in budget costs; Corresponded with over 600 new businesses to increase outreach and small business education initiatives by the city; Supported the City Attorney with legal research for municipal ordinances and ongoing city cases; Aided the City Charter Review Commission in research for proposed charter amendments, including the altering of the election day to April from November to increase voter turnout.

ORGANIZATIONS Student Government Elections Commission, Vice-Chair October 2020 – Present
Student Bar Association, 1L Representative September 2020 – Present
Student Federal Bar Association, 1L Representative September 2020 – Present
Cuban American Bar Association September 2020 – Present
The Federalist Society, 1L Representative December 2018 – Present
Phi Alpha Delta Law Fraternity, International September 2016 – Present

PHILANTHROPY **Florida International University (FIU) Foundation** **Miami, FL**
Pathway to Philanthropy Program, Founding Member July 2020 - Present
Established the Alberto Garcia Marrero First Generation Scholarship Endowment Fund to provide scholarships for First Generation students in the Florida International University Honors College; Worked with the FIU Foundation to create a program to provide young alumni with a pathway to carry out philanthropic work and give back to their community; Provide ongoing mentorship to the Alberto Garcia Marrero First Generation Scholars on graduate education and careers in the business and legal community.

PUBLICATION Author, *The Rise of Apple, Inc.*, Journal of Global Business and Community, Vol. 9, 2018.

OTHER **Languages:** Fluent in Spanish; conversational proficiency in French.
Journals: Journal of Transnational Law & Policy; Florida State University Business