

# Ysabela Rodriguez

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## EXECUTIVE SUMMARY

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Bilingual Spanish and English speaker pursuing a Marketing and Finance degree. Participant of the women's lacrosse team at the University of Central Florida playing goalie and traveling to games across southeastern side of the United States. Obtained a year of experience within a professional office working within teams and participating in constant communication to be able to achieve tasks efficiently and effectively. Extensively using leadership, communication, creativity, resourceful, problem-solving skills that come from involvement within multiple organizations at University of Central Florida.

**EDUCATION** University of Central Florida, Orlando, FL

**May 2026**

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Bachelor of Science in Business Administration, Marketing and Finance Cumulative

GPA: 3.36

### Achievements/Awards:

Dean's list college of business for FALL 2022

Florida Bright Future Medallion Scholarship Fall 2022-Spring 2026

## PROFESSIONAL EXPERIENCE

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**Shield Law Group**, Pre-Litigation Team Member – Miami, FL

**May 2023 –Present**

- Use our team Google calendar to keep track of when all the depositions, roof pictures, inspections, and more take place.
- Use Adobe and Dropbox to find pictures for evidence of hurricane and storm claims and create a link to the pictures to be used for deposition for that claim.
- Find slots within the calendar to schedule roof pictures for the claims that do not have any organize the claims within categories based on the house style and order the roof pics from the farthest location to the nearest location.
- Find information about individual claim, their claim numbers, and update information about claim through Claim Wizard.
- Looking for notice of depositions in the Broward and Miami-Dade claim database for each claim and imputing the file into the calendar, in claim wizard, our team group chat, and finding out if pictures are needed for that claim when notice is found.

## ACTIVITIES

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**Lead scholar's academy**, Peer mentor

**Fall 2023-Present**

- Work closely with the professor to help coordinate lesson plans and activities for each class.
- Meet with each student individually to make sure that they are okay and to see if they need help.
- Create social events for the students to get to know each other and network.
- Be a resource for the students about the University of Central Florida and be able to answer questions they have about organizations, classes, and more.

**American Marketing Association**, Events Committee member

**Fall 2023-Spring 2024**

- Reach out to employees, employers, and professors to give members a chance to learn more about more aspects of business
- Create events such as socials, community service, and partial proceeds so that we can build more connections within the community
- Use google calendar, sheets, and linkdin to perform tasks and make sure we keep our relationship with our speakers

**Financial Management Association**, Marketing and Analytics Committee Member

**Spring 2024**

- Converse about different marketing strategies and work to improve our personal branding skills

- Learn about different aspects of the financial world through guest speakers at committee meetings
- Improve digital media skills by creating content for social media and product creation

**Knights of Distinction**, Member

**Student Financial Planning Association**, Member

**Knights Helping Knights Pantry**, Weekly Volunteer

- Organize donated items into their appropriate sections within the store.
- We processed items through our inventory system to ensure each item was accounted for.
- Sorting through donated items to ensure they are not expired or worn out.

**SKILLS**

**Spring 2024**

**Spring 2024**

**Fall 2022**

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**Computer Skills:** Adobe Acrobat, Dropbox, Microsoft word, Microsoft PowerPoint, Google Sheets

**Language skills:** Spanish and English