

GABRIELLA LLANES

Miami, FL | (786) 831-8347 | gabriellallanes@ufl.edu | linkedin.com/in/gabriellallanes1

EDUCATION

University of Florida, Warrington College of Business

May 2028

Bachelor of Arts in Business Administration

Gainesville, FL

University of Florida, College of Liberal Arts and Sciences

May 2028

Bachelor of Arts in Political Science

Gainesville, FL

- GPA: 3.93/4.0

WORK EXPERIENCE

State Attorney's Office

May 2025 – August 2025

Victim Witness Intern

Miami, FL

- Coordinated 100+ court appearances for witnesses, police officers, and victims of domestic violence, resulting in smooth scheduling throughout a variety of court proceedings
- Guided 50+ victims by connecting them with essential social services, such as transportation, relocation, meals, therapy, and childcare, resulting in smooth court appearances
- Accompanied victims of domestic violence to 30+ bond hearings, trials, jury selections, and sentencings, fostering trust throughout their time at the State Attorney's Office

Academica

May 2024 – August 2025

E.X.P. Intern

Miami, FL

- Audited 100+ school websites and social media accounts using Excel to ensure compliance with regulations, identifying 50+ compliance gaps, and working with the individual schools and the company to improve them
- Acted as a liaison between the company and 300+ families navigating the application and registration process, streamlining the operation and ensuring timely solutions for 100+ inquiries, and increasing enrollment by 50%
- Designed 100+ graphics, Instagram posts, and TikToks for Academica's social media pages using Canva

Town of Miami Lakes

April 2023 – June 2023

Intern to Mayor Manny Cid

Miami Lakes, FL

- Represented the Mayor's Office at three public functions by tabling and speaking to the community about the mayor's interest in the event, strengthening the community as a whole
- Served as a liaison between the Mayor's office and his constituents, facilitating effective communication and outreach by writing letters to the constituents and speaking at events

Florida House of Representatives

January 2023 – March 2023

Intern to Representative Tom Fabricio

Miami, FL

- Drafted and managed 50+ personalized letters and emails to constituents, including congratulatory messages to new businesses and responses to community concerns, strengthening legislative outreach and community engagement
- Responded to 75+ constituent calls, delivering clear, informed assistance on social services, voting procedures, legislative updates, and policy-related inquiries, increasing transparency within the community and office

LEADERSHIP & INVOLVEMENT

Delta Sigma Pi

October 2025 – Present

Member

Gainesville, FL

- Chosen out of 250+ applicants to participate in a rigorous five-week leadership and career development program alongside a group of 27 students to gain admittance into the Professional Fraternity of Delta Sigma Pi

Pi Alpha Delta

January 2025 – Present

In-House Mock Trial Member

Gainesville, FL

- Collaborated with three peers to analyze case materials for simulations and learned to build and deliver a case packet
- Enhanced public speaking, courtroom etiquette, and litigation skills through regular practice and feedback from mentors in law school and on the University of Florida's competition team over a 12-week-long intensive program
- Competed in an intensive, weekend-long end-of-semester tournament hosted at the Levin College of Law, engaging with 5+ law school students and alumni while refining advocacy skills

