

GRECIA CARDENAS

Miami, FL | (754) 551-4608 | g.cardenas@ufl.edu | linkedin.com/in/greciacardenas21

EDUCATION

University of Florida, Warrington College of Business
Bachelor of Arts in Business Administration

May 2028
Gainesville, FL

Broward College
Associate of Arts in Business

August 2023 – May 2025
Davie, FL

- Dean's Honor List recipient – 2023, 2024, 2025

WORK EXPERIENCE

Founder Tactics

April 2024 – August 2025

Ft. Lauderdale Tech Meetup Volunteer

Ft. Lauderdale, FL

A dynamic monthly tech startup networking event held in Ft. Lauderdale, designed to powerfully foster connections among diverse individuals in the local technology and startup community.

- Led volunteer operations for large-scale events with 150+ attendees by delegating roles, coordinating set-up, and overseeing panel support, ensuring smooth execution and positive attendee experience.
- Cultivated professional relationships with founders, partners, and entrepreneurs and helped distribute event communications to increase community engagement by bringing in 15+ at each event.

Carrabba's Italian Grill

August 2023 – May 2025

Server

Miami Lakes, FL

A fast-paced, high quality, fine-dining Italian restaurant environment where guest satisfaction and attention to detail are critical. All employees thrive in a collaborative atmosphere that values professionalism, culinary passion, and genuine connections with guests.

- Trained new staff on menu knowledge, service etiquette, and point-of-sale systems to ensure customer satisfaction, fostering a cohesive team environment and consistent service standards.
- Built rapport with diverse clientele, upsold menu items, and managed tables while maintaining accuracy, speed, and hospitality, contributing to repeat business and positive customer feedback.

Professional Enhancement Program at Broward College

August 2023 – August 2024

Intern

Davie, FL

A selective Broward College program that pairs students with industry mentors to execute service projects, cultivate leadership, and professional skills. Participants gain valuable experience and connections that enhance their personal and professional development.

- Conducted research on professional development and actively engaged myself in workshops and networking sessions for 50+ students and professionals, enhancing communication, leadership, and career-readiness skills.
- Collaborated with mentors and peers on a service project regarding global warming and held a fashion show to demonstrate how fast fashion contributes to climate change, promoting awareness and sustainable practices.

LEADERSHIP & INVOLVEMENT

Model United Nations at Broward College

August 2023 – May 2025

Senior Officer

Davie, FL

A college-sponsored program that fosters debate, diplomacy, and enhanced public speaking skills through policy simulations, preparing students for leadership roles and global engagement opportunities.

- Researched complex global issues, drafted position papers, and developed well-reasoned arguments, strengthening analytical, writing, and critical thinking skills while preparing for competitive Model UN conferences.
- Mentored new Model UN members on parliamentary procedure, speech delivery, and effective negotiation tactics and strategies, helping them build confidence, public speaking proficiency, and success in national and regional simulations.

Student Government Association at Broward College

August 2023 – December 2024

Vice President

Davie, FL

A college-sponsored program that provides advocacy for student needs, organizes events, and strengthens campus engagement. It also manages club funding and gives students opportunities to develop leadership and professional skills.

- Hosted 2+ panel discussions each semester featuring professionals from diverse career fields, enabling 30+ students to network, gain industry insights, and secure internships or volunteer opportunities.
- Advocated for student needs by serving as a liaison between the college and high school student body and administration, representing the interests of 500+ students and contributing to campus initiatives.

ADDITIONAL INFORMATION

Certifications: BLS Provider - American Heart Association, Micro HE Professional Enhancement Program

Organizations: First-Generation Lawyers at UF, Hispanic-Latine Student Association/Heritage Month at UF

Languages: English (Fluent), Spanish (Fluent)

Interests: Pickleball, Tennis, Rock climbing, Music, Traveling, Baking, Guitar