

Susan Rodriguez
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EDUCATION

UNIVERSITY OF FLORIDA
BACHELOR OF ARTS, ENGLISH

GAINESVILLE, FL
MAY 1979

WORK EXPERIENCE

RODRIGUEZ, GUERRA & NUNEZ, P.A.
OFFICE MANAGER (PART TIME)

CORAL GABLES, FL
JUNE 1997-2004

- PAYROLL
- BILLING
- ACCOUNTS PAYABLE

CORPORATE MAYORS JEWELERS
BUYER

CORAL GABLES, FL
OCTOBER 1983-94

- RESPONSIBLE FOR ALL ASSORTMENTS OF PEARLS, MENS JEWELRY AND ALL WATCHES FOR 26 STORES
- FINANCIAL PLANS AND OTB FOR ABOVE DEPARTMENTS
- PLANNED ALL ADVERTISING FOR ABOVE DEPARTMENTS
- NEGOTIATED WITH ALL ABOVE DEPARTMENTS

BURDINES
EXECUTIVE TRAINING PROGRAM

MIAMI, FL
SEPT 1979-83

- CORPORATE BUYER FOR WOMENS ACCESSORIES
- CORPORATE ASSISTANT BUYER WOMENS ACCESSORIES
- MANAGER OF ACCESSORIES AND HOISERY AT BURDINES, DADELAND
- CORPORATE ASSISTANT BUYER IN JEWELRY
- ASSISTANT MANAGER, TEENS, IN HOLLYWOOD

COMMUNITY SERVICE

MERRICK HOUSE ADVISORY BOARD

2012-19

- CREATED, ORGANIZED AND IMPLEMENTED "SUNDAYS ON THE PORCH WITH GEORGE" A SERIES OF FREE COMMUNITY EVENTS TO EDUCATE RESIDENTS ON THE HISTORY OF GEORGE MERRICK'S FAMILY HOME "THE MERRICK HOUSE MUSEUM"
- OBTAINED FUNDING FROM THE CORAL GABLES GARDEN CLUB TO INSTALL AND MAINTAIN THE HERITAGE GARDEN AT THE MERRICK HOUSE

CORAL GABLES GARDEN CLUB

2009-PRESENT
2019

- INCOMING 1ST V.P.
- IN CHARGE OF PROGRAMMING
- RESPONSIBLE FOR TOUR OF KITCHENS PLANT SALE
- RESPONSIBLE FOR HOME AND GARDEN TOUR PLANT SALE

YOUNG PATRONS OF THE OPERA

2017-PRESENT

- CO-CHAIR HOSPITALITY

VILLAGERS

2016-PRESENT

- ASSOCIATE MEMBER
- HOUSE AND GARDEN HOSTESS

SLOW FOOD MIAMI

2011-2013

- DIRECTOR OF SCHOOL GARDENS

SOCIETY FOR ABUSED CHILDREN

1995-2005

INTERESTS

- LANDSCAPE ARTIST

2005-PRESENT