

# CHARLES A. LABRADOR

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## EDUCATION

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### Stetson University College of Law

*Juris Doctor (J.D.) Candidate*

- **Honors:** General Scholarship Award

**St. Petersburg, Florida**

January 2026 – Expected May 2028

### University of Miami

*Master of Health Administration*

- **Honors:** Miami Herbert Business School Scholarship Recipient, MHA Student Leadership Award
- **Cumulative GPA:** 3.955

**Coral Gables, Florida**

August 2024 – December 2025

*Bachelor of Business Administration in Entrepreneurship*

- **Cumulative GPA:** 3.750

August 2021 – May 2024

## WORK & LEADERSHIP EXPERIENCE

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### Charles Labrador Property Portfolio

*Owner | Asset & Property Manager*

- Sourced and acquired under-market-value residential properties through strategic market analysis and direct negotiation while ensuring full legal and contractual compliance via tailored lease agreements.
- Lead full-cycle property improvements, including structural, functional, and interior upgrades to enhance tenant appeal, boost property value, and maximize ROI.
- Oversee complete property operations, including MLS/digital listing strategy, contractor and vendor management, tenant sourcing and screening, rent collection, regulatory compliance, and conflict resolution.

**Coral Gables, Florida**

April 2024 – Ongoing

### Cakyla Properties

*Property Manager*

- Manage three luxury rental units on Sunset Beach, overseeing property readiness, contractor coordination, and long-term leasing operations.
- Vet, interview, and negotiate with multiple real estate agents; select and contract the optimal partner based on performance, strategy, and alignment with rental objectives.
- Coordinate pre-rental repairs and improvements with a general contractor and maintain ongoing communication with the realtor and ownership to ensure high standards, market appeal, and seamless property performance.

**Treasure Island, Florida**

January 2026 – Ongoing

### Labrador Primary Care Center

*Marketing and Outreach Coordinator*

- Managed company website updates, coordinated social media content, and represented the organization at community and industry marketing events.
- Contributed weekly growth strategies to enhance brand visibility, supported charitable initiatives, and strengthened community engagement.
- Collaborated with leadership to develop and execute comprehensive marketing plans, including billboard campaigns, brand messaging, slogan development, and digital presence optimization.

**St. Petersburg, Florida**

August 2020 – January 2026

*Administrative Trainee and Marketing and Outreach Coordinator* May 2025 – January 2026

- Supported clinic-wide administrative operations by reporting to the COO and Director of Operations, contributing to strategic initiatives and maintaining continuity by cross-training across reception, medical assisting, facilities support, and patient intake functions.
- Managed patient flow and documentation accuracy by handling intake, insurance verification, vitals, preliminary evaluations, and auditing provider notes in eClinicalWorks for coding compliance, proper copy collection, and value-based care requirements.
- Oversaw provider contract management and led the transition to digital documentation using DocuSign, improving administrative efficiency and reducing workflow bottlenecks.

**University of Miami – Entrepreneurial Consulting** **Coral Gables, Florida**

*Student Consultant – Team Leader* August 2023 – December 2023

- Directed a consulting team serving as the primary liaison between Holstein Housewares executives and consulting team; organized weekly client and team meetings, coordinated assignments, and had final authority over project deliverables.
- Led the team to deliver data-driven recommendations, including a 2024 Seasonal Collection design and new U.S. distribution channel strategy that were aligned with Holstein’s business goals.

## **COMMUNITY SERVICE**

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**Labrador Primary Care Center – Turkey Drive** **St. Petersburg, Florida**

*Employee Volunteer* November 2020 – January 2026

- Coordinated with staff to collect and manage resources, purchase turkeys, and organize logistics to provide 300–350 Thanksgiving meals to families in need within the community.

**Labrador Primary Care Center – Florida State Elks Association** **St. Petersburg, Florida**

*Employee Volunteer* January 2023 – January 2026

- Managed year-round collection of toy donations by coordinating with staff and patients, promoting participation, and encouraging contributions; packaged and delivered donations to the Elks, supporting distribution to over 2,000 children statewide.

**University of Miami Peer-to-Peer Fellowship** **Coral Gables, Florida**

*Mentor* September 2025 – December 2025

- Mentor first-year master’s students through a peer-to-peer fellowship, providing academic support, tutoring, and personal guidance to promote success and a smooth transition into the program.

**Camner Center for Academic Resources – Office of Disability Services** **Coral Gables, Florida**

*Note-Taker* August 2022 – May 2024

- Maintained perfect attendance, taking clear, accurate, and highly detailed notes to support students with academic accommodations.

## **SKILLS & CERTIFICATIONS**

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**Software Proficiency:** Skilled in Microsoft Office Suite, proficient in FluidUI, Tableau, Minitab, Canvas, Google Workspace, eClinicalWorks, DocuSign, Lexis/Westlaw

**Languages:** Conversational Proficiency in Spanish

**Certifications:** Lean Six Sigma Champion & Green Belt