

# Caroline Mueller

(305) 432-7493 | caroline@carolinemueller.com | linkedin.com/in/caroline-mueller2002

## EDUCATION

### Miami Herbert Business School

Coral Gables, Florida

*Bachelor of Business Administration in Marketing & Legal Studies*

Expected May 2025

*Minor in Management & Psychology*

- **GPA:** 3.613 / 4.0
- **Honors:** Provost's Honor Roll & Dean's List (Fall 2021, Fall 2022, Spring 2023, Spring 2024, Fall 2024)
- **Relevant Coursework:** Business Law, Managing for Success in the Global Environment Management, Business Analytics, Fundamentals of Business Technology and Innovation, Corporate Law, Fundamentals of Finance, Operations Management, Negotiations

## WORK & LEADERSHIP EXPERIENCE

### Hecht Athletic Center, University of Miami

Coral Gables, Florida

*Student Production Assistant*

November 2023 – Present

- Provide assistance to the Miami Athletic's Department production services staff by broadcasting various UM sporting events on ESPN's family of event-based networks and for in-venue shows
- Operate camera equipment and Ross XPressions graphics system to ensure smooth run of various sporting events
- Set up and organize broadcast equipment

### Bird & Bird LLP

Duesseldorf, Germany

*Legal Intern*

July 2023

- Performed in-depth legal research in sports law and employment law to assist the lawyers with their cases for international clients
- Actively observed trials at different courts in Germany and assisted in trial preparation for these cases

### Osborne Clarke Law Firm

Cologne, Germany

*Legal Intern*

June 2023

- Provided assistance in client interviews and client intake by consulting with the lawyer in the field employment law
- Performed legal research of civil, criminal, and property cases and presented this to the lawyer
- Actively observed trials at different courts in Cologne and assisted in trial preparation for these cases

### Art for Kids Organization

Coral Gables, Florida

*Co-Chair & Treasurer*

August 2022 – Present

- Lead the on-campus organization of 230 members together with another co-chair
- Update and request approval for operating expenses based on financial data points
- Evaluate financial resources based on budget needs and allocate them accordingly

## SKILLS, ACTIVITIES & INTERESTS

**Languages:** Native in German; Bilingual Fluency in English; Conversational Proficiency in Spanish

**Activities:** Art for Kids, Tennis, Golf, Above the Bar, Phi Alpha Delta Pre-Law Fraternity

**Interests:** Volunteering, Sports, Golf, Wakeboarding