

Gisselle Yaw Brito

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Bilingual: English & Spanish

## Professional Profile

JD-qualified compliance professional with multidisciplinary experience in legal operations, financial processes, and regulatory documentation. Skilled in vendor and contract management, regulatory reporting, and document control across corporate and legal environments. Currently advancing expertise in privacy and cybersecurity compliance through USC Gould School of Law. Known for precision in issue-spotting, managing sensitive data, and supporting ethical compliance frameworks.

## Education

### - Juris Doctor (JD)

University of Sydney - School of Law | Graduated December 2022

### - Certificate in Privacy Law & Cybersecurity Compliance (In Progress)

University of Southern California - Gould School of Law

### - Bachelor of Business Administration - International Business

Florida International University

## Professional Experience

### Educator

Miami, FL | 2024 - Present

- Delivered structured instruction emphasizing critical thinking, regulatory awareness, and procedural compliance.

- Maintained institutional records with strict confidentiality and compliance with operational standards.

#### Legal Intern - Regulatory & Family Law

Private Practice / Self-Employed | Australia & Remote | 2019 - 2024

- Drafted legal documents and managed regulatory filings in Australian compliance frameworks.
- Conducted issue-spotting and document control for sensitive client records.
- Managed procedural compliance, supporting litigation preparation and regulatory adherence.

#### Managing Director

Skytrade Inc. | Miami, FL | 2012 - 2017

- Oversaw corporate contracts, client agreements, and supplier compliance.
- Managed vendor documentation and international operations in compliance with regulatory requirements.
- Directed operational controls and financial reporting to ensure alignment with corporate policies.

#### Accounts Payable Specialist

Morgans Hotel Group | Miami, FL | 2017 - 2019

- Managed vendor compliance, document control, and financial reporting.
- Processed corporate payments and resolved supplier contract discrepancies.

#### Core Competencies

- Regulatory Compliance & Ethical Oversight
- Contract & Vendor Management
- Legal Research & Document Control
- Privacy & Cybersecurity Awareness

- Issue-Spotting & Procedural Compliance
- Financial Operations & Controls
- Bilingual: English & Spanish

#### Certifications & Training

- Certificate in Privacy Law & Cybersecurity Compliance (In Progress)

USC Gould School of Law

Note: Eligible for roles requiring U.S. citizenship and bilingual support in regulatory environments.