

**Gabriela Torres**

Corporate Administrator/National  
Marketing Director

NAI Mexico (Baja)

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## Scope of Responsibilities

Corporate Office Administrator/ Marketing Director Joined NAI Mexico in 2002 for the coordination of activities to support the NAI NAFTA program, its Directors and Regional Managers. Also supporting the NAI Mexico Team on Marketing activities as creation of portfolios, brochures, property promotion, presentations and materials. Other activities are coordination of projects and events office administration. Experience in leadership activities related to personnel supervision, human resources, general administration, office administration, marketing and corporate services.

## Background & Experience

2004-Present: Corporate Administrator /Marketing Director 2002-2004: NAFTA Coordinator /Office Administrator 2001-2002: Ingenieria Inmobiliaria Industrial, S. de R. L. de C.V.- Administrator 1995-2000: Deloitte & Touche -Executive Assistant/ Human Resources Manager 1992-1993: American Consulate -Administrative Assistant-VISA Coordination

## Educational Background

Bachelor Degree, Administration Information Systems, Universidad Autonoma de Baja California, Tijuana, Baja California, Mexico