Milena Mendelberg

milemendelberg@gmail.com
(+54) 91158005706
Buenos Aires, Argentina
https://www.linkedin.com/in/milena-mendelberg/

EDUCATION

University of Buenos Aires | Bachelor Degree in Law *2019 - 2024*
Specialization in Public International Law
GPA 8.78/10

PROFESSIONAL EXPERIENCE

Ministry of Foreign Affairs, International Trade and Worship |
Intern in International Legal Cooperation (Criminal Law) *Jul 2023 - Jan 2025*

- Managed and registered documents from criminal courts.
- Maintained contact with diplomatic representations regarding extraditions and international preventive detentions.
- Processed Letters rogatory, official communications, and requests for mutual legal assistance under international treaties.
- Assisted in organizing meetings and training events related to international legal cooperation.

Bet-Hilel Community |
Head of the Leadership Training Department *Jan 2023 - Dec 2024*

- Led a team of volunteer trainers focused on informal education for adolescents aged 15 to 18.
- Planned and supervised leadership training programs.
- Developed budgets and represented the department before the Board of Directors and the community.

Fundación Poder Ciudadano | Professional Practice Internship *Feb 2024 - Dec 2024*

- Assisted in legal research and analysis on transparency, anti corruption, and public ethics.
- Contributed to the drafting of reports and recommendations on good governance practices.

Judicial Agents from Autonomous City of Buenos Aires |
Legal Assistant in Fiscal Enforcement Law *Aug 2021 - Jul 2023*

- Monitored administrative litigation cases.
- Conducted case reviews, filed legal documents, and managed electronic judicial systems.

LANGUAGES

English - Advanced
Certificate in Advanced English (Cambridge) + Proficiency level training at International House
Spanish - Native
Hebrew - Beginner level

VOLUNTEERING

Simon Wiesenthal Center for Latin America | Board Secretary *Jul 2023 - Present*
International Human Rights Non-Profit Organization

TECHNICAL SKILLS

Microsoft Office (Excel, Word, PowerPoint) | Google Workspace | EJE | PJN