



Board Appointment Form

City Clerk's Office

Appointing Office	Josh Acevedo, District 2
Agenda Placement	Consent
Date of Council Meeting	03/17/26
Name of Board	Civil Service Commission
Agenda Posting Language	
Abdel Garcia to the Civil Service Commission by Representative Josh Acevedo, District 2.	
Appointment Type	Regular
Member Qualifications	
As an employee for El Paso Community College, Mr. Garcia has evaluated student applications to ensure all documentation met institutional and federal standards. He has also advised diverse student populations on immigration and academic matters.	
Nominee Name	Abdel Garcia
Nominee Email Address	[REDACTED]
Nominee Residential Address	[REDACTED]
Nominee Primary Phone Number	[REDACTED]
Residing District	District 3
City Employed Relatives	N/A
Board Membership	
N/A	
Real estate owned in El Paso County	
N/A	
Previous Appointee	Victor Vazquez, Jr.
Reason for Vacancy	Term Expired
Date of Appointment	03/17/26
Term Begins On	02/01/26
Term Expires On	01/31/29
Term	First Term

Abdel Garcia

EDUCATION

Universidad Autónoma de Ciudad Juárez (UACJ), Ciudad Juarez, Chih.
Licenciatura/Bachlores in Economics & Mathematics

Exp. May 2026

Mission Early College High School
Early graduate

Dec. 2018

PROFESSIONAL EXPERIENCE

El Paso Community College, El Paso, Tx.

International Student Representative DSO & Admissions Assistant

Since Nov. 2024

- Evaluated and processed international student applications to ensure all documentation met both institutional admissions standards and U.S. federal immigration regulations for F-1 visa applicants.
- Served as a Designated School Official, ensuring institutional and student compliance with F-1 visa regulations and managing all individual SEVIS reporting and immigration form I-20 issuance.
- Advised a diverse international student population on immigration and academic matters including CPT/OPT, while supporting cultural adjustment and success.

Self-Directed Mobile Notary, El Paso, Tx.

Notary Public of the State of Texas

Since Apr. 2019

- Provided notary services to clients, ensuring compliance with Texas state laws and regulations for all legal documents.
- Maintained accurate and detailed records of all notarizations to uphold the integrity and legality of the documents processed, while upholding professional confidentiality of their internal information.
- Collaborated with legal, accounting, and education professionals to streamline notarization processes and improve client satisfaction through efficient service delivery directly to their place of work or convenience.

WFTU, Athens, Greece.

English-Spanish Interpreter

Jan. 2023-Nov. 2024

- Facilitated real-time communication between English and Spanish-speaking, occasionally Portuguese, delegates during international conferences and meetings ensuring accuracy and clarity in all interactions.
- Conducted simultaneous interpretation for workshops and training sessions, enhancing the learning experience for participants from various linguistic backgrounds.
- Assisted in the preparation of written materials and presentations in both English and Spanish to support effective communication. All while supporting the maintenance of the accurate documentation of those materials by updating and digitizing them, ensuring they were properly coded and stored for future reference.

LT International, New York, NY

Treasurer and Assistant Editor

Jun. 2019-Jul. 2024

- Edited, proofread, and translated articles for clarity, grammar, and style, ensuring all materials adhered to the publication's standards and guidelines before release, including verifying factual details and updating necessary data in the Content Management System
- Managed all budgeting, tracking income and expenses, ensuring fiscal responsibility, and maintained financial records for the editorial team.
- Maintained a comprehensive editorial calendar, while also coordinating with correspondents, designers, and the editors to facilitate effective communication.

SKILLS

- *Computer Skills:* Microsoft Office Suite (Word, Excel, etc.), R Studio, R programming language
- *Language Skills:* Spanish-Bilingual, English-Spanish consecutive and simultaneous interpretation, Arabic-Basic/Informal colloquial.
- *Organizational Skill:* Administrative assistance, effective oral and written communication, customer service and relations.