# Rania Waked

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French – Lebanese

## **CAREER OBJECTIVE**

15 years of digital polyvalent experience, with expertise in digital management and client relation.

## **STRENGTHS & QUALIFICATIONS**

Online and mobile technology expert
 Project/Product Management
 SEM, Online Marketing

## PROFESSIONAL EXPERIENCE

## Avr.2019 -now: DIGITAL CONSULTANT (LIBANPOST), Lebanon

LibanPost is the national post office of Lebanon.

- Improve the digital experience of LibanPost online services, by focusing on user journey and business requirements
- Follow on KPIs and lead specific actions to achieve better performance and revenue
- Preparing the launch of Kwikby, an online marketplace focused on healthy food, as well as other sectors, as well as MyStamps, a personalized stamps service
- Worked on the communication plan of Click & Ship to create awareness and revenue for this online shipping service.

# Aug.2016-Fev.2019: DIGITAL DIRECTOR (LEO BURNETT), Lebanon

One of the world's largest agency networks and a subsidiary of Publicis Groupe, the world's third-largest communications company

- Establish and maintain relationship with clients
- Develop project scopes and objectives for international and Lebanese clients such as Almaza, Philip Morris, and Picon
- Oversee internal and external teams from creatives, copywriters and developers
- Quality assurance across different delivery channels
- Make key contributions to UX and Customer Experience
- Brainstorm new and creative growth strategies
- Consulting on the full relaunch of the responsive website of telco operator Alfa www.alfa.com.lb as well as Almaza website

# May 2015-June 2016: DIGITAL MARKETING DIRECTOR (KOEIN), Lebanon.

Koein is a full-service digital agency with more than 80 Awards.

- Defining the strategy and managing social media activities, online advertising, and SEO for clients
- Sales in regards to the marketing services provided to clients
- Creating a relation with bloggers in multiple sectors

## Sept 2013-Mars 2014: MANAGING PARTNER (DOTS ADDRESSES), Lebanon.

Dots Addresses is a mobile application to help Lebanese get a shareable address in Lebanon

- Defining the marketing and digital strategy with the CEO
- Monitoring performance and analyzing results
- Follow up on design and implementation
- PPC campaign creation and social media management

# 2009-Sept 2013: MEDIA BUYING MARKETING DIRECTOR (DIWANEE), Lebanon.

Diwanee is a digital media company, building one of the largest digital audiences in the Middle East.

- Wikeez.com: Arabic entertainment portal focusing on celebrities, music, movies, & TV shows
- 3a2ilati.com: Female portal focusing on Mother & Baby, Family Health, Beauty and Recipes
- Yasmina.com: Female Lifestyle, Beauty & Fashion Portal
- Mooda.com E-shopping platform featuring boutiques across high-end fashion, home and lifestyle
  - Defined and applied the marketing plan to increase traffic on our publications
    - Through targeted and paid advertisement

- Through organic traffic (social media, auto-promotions, marketing campaigns, forums
- Launched paid campaigns with conversion goals and ROI in mind
- Clients: L'Oréal brands, STC Telecom Portal, Diwanee Publications
- Leading, managing and motivating a team of 4 traffic managers
- Budget of \$100K per month on average

# 2007-2009: WEB SERVICES SECTION – DIGITAL MARKETING MANAGER (SFR), France.

SFR is the No. 2 operator of mobile telecommunications in France with 20 million clients.

- Responsible of services in the Marketing Department on the web-site SFR.fr (Music, SMS/MMS/Email, Infos&Leisure, Contact's Synchronization, Studio SFR...)
- Conceiving new services, and overseeing their quality and ergonomics
- Leading, managing and motivating a team of 3 project managers
- Liaising with internal clients, the technical team and web agencies
  - o "Jeux" saw an increase of 350% of visits (=490k) 2 months after evolution.
- In charge of AOL advertising's integration on SFR.fr

# 2005 – 2006: WEB SERVICES PROJECT MANAGER (SFR), France.

Created new communication services for the SFR.fr website such as 'Ma Messagerie', 'Mes Contacts', 'Mode d'emploi des mobiles' and others

- Conducted planning, benchmarking, storyboarding, statistics, and testing
- Followed-up and coordinated these projects with technical and design teams
  - o "Ma Messagerie" reached its objective of 600K visits in its first 6 months.

# 2003 – 2005: CONSULTANT - PRODUCT MANAGER (AXIEM - GROUPE ALTRAN), France.

Coordinated self-care services on the WAP Vodafone Live! Portal including 'My Account': clients' plan, options and billing, points of fidelity and parental control

• Analyzed clients' needs to reach their satisfaction through self-care, outlined the marketing specifications, created new services, analyzed statistics and benchmarks

#### **EDUCATION**

# 2002-2003:

## **ECOLE NATIONALE SUPERIEURE DE TELECOM PARIS (ENST)**, France.

- Masters in Hypermedia Multimedia and project management.
- 4 months training at SFR in mobile and Vodafone Live! Portal customization.

# 1997-2000: CONCORDIA UNIVERSITY, Canada.

- Major in Design Art (BFA) with distinction
- Minor in Digital Image and Sound (90 credits)

## 2018-2019: ONLINE COURSES (COURSERA.ORG)

- Digital Product Management: Modern Fundamentals (University of Virginia)
- Child Nutrition and Cooking (Stanford University)

#### **COMPUTER SKILLS**

TOOLS:

Google Analytics, Microsoft Office (Word, Excel, Access and PowerPoint), Google Adwords, Google Adsense, Facebook Ad Manager, Effective Measure, MailChimp, Facebook Social Media, Jira

**3D ANIMATION:** Softimage (9 credits course), Form-Z, Mini-Cad, Electric Image.

**2D:** Adobe Photoshop, Adobe Illustrator, and Quark-Xpress.

**MULTIMEDIA:** Macromedia Flash, Director, Dreamweaver, Adobe Premiere, After Effects. **LANGUAGES:** HTML/XHTML, JavaScript, XML, ASP/PHP/My SQL (basic), Lingo, Action Script.

**CERTIFICATION**: Google Adwords Certified Partner, Agile projects course certification

## **LANGUAGES AND INTERESTS**

**LANGUAGES:** Fluent in English, French and Arabic

**HOBBIES:** Ski, swimming, ballet and modern jazz dance, new technologies, health, travel