

May El Daouk
+961 70 550102
may.eldaouk@gmail.com

Education

Multimedia Journalism Graduate
Lebanese American University

Work Experience

Communication Officer

Sanofi | August 2019 - February 2020

- Worked closely with internal teams and external agencies to support execution of corporate communication initiatives.
- Developed working relationships with cross-functional teams to provide communications support.
- Assisted in writing press releases and media related content.

Media & Communication Intern

Lebanese Red Cross | October 2018 – January 2019

- Assisted in the general distribution of press releases and media related content.
- Engaged social media content.
- Liaising with senior consultants and directors to push new blog posts through the calendar.

Director of Public Information

Model Arab League | September 2017 - June 2018

- Created content for the official website and for the social media accounts (Posts/ articles/videos).
- Monitored continuously online public relations and ensured the success of the program.
- Managed a team in order to deliver the best version of the program to the delegates and to the public.

Portfolio

<https://medium.com/@maydaouk>
<https://www.facebook.com/JSC224mo/videos/1007997425972030/>

COMPUTER SKILLS

Microsoft Office - Adobe premiere – Basic knowledge in Adobe Illustrator

Diploma & Certificates

Digital Marketing Diploma - Lebanese American University - From February 2020 till present

Inbound Marketing Certificate - Hubspot Academy - February 2020 till March 2021

Content Marketing Certificate - Hubspot Academy - February 2020 till March 2021

Email Marketing Certificate - Hubspot Academy - April 2020 till May 2022

Conferences

Youth Empowerment on Advocacy skills | August 2018

Global Classrooms International Model United Nations Conference – New York | May 2017

Global Outreach and Leadership Development Conference (G.O.L.D) – New York | August 2016

Languages

Arabic: Native speaker

English: Proficient user (C2)

French: Proficient user (C1)

Extracurricular Activities

Youth Representative for MENA in the IFRC from November till present

Media & Communication Coordinator at Lebanese Red Cross Youth Department from June 2018 till present

President of the LAU LRC Club from September 2017 till June 2018

Assistant in the Beirut District LRC Youth Department from February 2017 till August 2017

Stage Manager for “Bordello Marzouka” play in Madina Theatre From May 2016 till June 2016

GA member in the Lebanese Red Cross Youth Department from 2015 till present

Member of the citizenship club from November 2016 till 2017

References are available upon request.