

Joseph Chreim | Program Manager

Location: Beirut, Lebanon

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Professional Profile

Proactive program manager with over 4 years of experience in implementing programs in support of the entrepreneurship ecosystem in Lebanon. Supported young entrepreneurs by advising them on a daily basis and supporting them in their everyday challenges at the Center of Research and Innovation (CRInn) at the American University of Beirut (AUB).

Coordinated the Technology Transfer Unit activities at AUB by preparing, drafting and updating intellectual property policies and procedures, encouraging technology development at AUB.

Worked closely with underprivileged students by managing projects related to work readiness and financial literacy at INJAZ Lebanon.

Core Skills

Project Management
Program Implementation
Event Planning

Inventory Management
Business Development
Startup Support

Digital Marketing
Business Administration
Fluent in English, French and Arabic

Career Summary

June 2020 - Present

American University of Beirut (AUB)

Technology Transfer Unit Officer

- Managing the inventions of Faculty members at AUB by sharing invention disclosure forms with them and assisting them in completing additional supporting documents.
- Carrying out patentability searches on international databases to evaluate inventions received from Faculty members.
- Assisting in following up on invention protection with patent agents and Faculty members.
- Building up databases to identify industries and heads of research and development to license AUB technologies.
- Performing invention market research and analysis.
- Generating monthly reports on novelties disclosed, patented or being commercialized summarizing status of each novelty record.
- Managing the administrative process for Material Transfer, Non-Disclosure and Study/Data Transfer Agreements after ensuring necessary vetting.

Key Achievements/Projects

- Drafted a pamphlet that includes all patents and technologies at AUB to boost commercialization efforts.
- Created a database to store all the records of the Technology Transfer Unit.

June 2019 - Present

American University of Beirut (AUB)

Program Manager at the Center for Research and Innovation

- Managing the operations at the Center for Research and Innovation (CRInn), an innovation hub for the most promising of entrepreneurs at AUB.
- Providing business development assistance to CRInn members.
- Recruiting potential students from different faculties and helping them develop an entrepreneurial mindset to become successful entrepreneurs.
- Organizing workshops and training (on campus and virtual) for AUB students to build a vibrant entrepreneurial community.
- Partnering with other AUB incubators to organize on-campus bootcamps, hackathons and competitions.
- Managing the delivery of entrepreneurship programs in conjunction with international partners such as MasterCard Foundation and Hult Prize.

Key Achievements/Projects

- Launched "Spectrum", an entrepreneurship program that provided the registered startups at CRInn with strategic mentorship and entrepreneurship-focused business training.
- Supported 25+ teams develop their business models.
- Guided 50+ individuals in their entrepreneurial journey.

Dec 2016 - May 2019

INJAZ Lebanon

Programs Coordinator

- Coordinating the delivery of INJAZ programs in different schools, universities and youth organizations across Lebanon to prepare the Lebanese youth to become successful entrepreneurs and qualified employees.
- Delivering workshops to employees from the corporate sector as part of their corporate social responsibility to empower them as INJAZ trainers.

- Organizing the national Young Entrepreneurs Competition of INJAZ Lebanon, funded by the Central Bank of Lebanon and in partnership with the regional organization “INJAZ el Arab”.
- Managing the organization’s inventory.
- Developing evaluation methods to measure the programs’ impact on the youth and to assess the program’s strengths and areas of improvement.

Key Achievements/Projects

- Launched the Alumni chapter at INJAZ Lebanon by organizing the first INJAZ Lebanon Alumni event that gathered more than 50 Alumni and building a structure to organize the chapter.
- Revamped and localized INJAZ el Arab programs.
- Expanded the target reach to new areas and increased the number of students reached.

Education and Achievements

- BA in Business Management from Saint Joseph University of Beirut.
- Organized 2 entertainment events to raise money for charity: “Foodie Saturday” that gathered 540 people on May 4th, 2019 and “National Day of Chicken Wings” that gathered 630 people on April 28th, 2017.
- Organized 2 food banks to provide essential nutrients to more than 200 families in need (May 2019 and September 2020)
- Assisted in planning multiple events in Lebanon and abroad (Riyadh, Monaco and Malabo)