



Joseph Melki

Industrial Engineering Student



jbm06@mail.aub.edu



+961 76 912 253



Baouchrieh, Mount Lebanon,
Lebanon



linkedin.com/in/joseph-melki

SKILLS

Microsoft Office



Python



SQL



MATLAB



AutoCAD



LANGUAGES

English



Arabic



French



INTERESTS

Finance

Manufacturing

Music Theory

Drums/Percussion

Rugby

Chess

Entrepreneurship

Technology

EDUCATION

Bachelor of Engineering (BE), Industrial Engineering American University of Beirut

08/2018 - 06/2022

GPA: 3.61/4.0

Projects

- Improving Ogero's Internet Service (using Six Sigma)
- Facilities Planning and Material Handling for a local organic supermarket startup
- Production Planning and Inventory Control for a local restaurant start-up
- Developing an MVP for BusTa (Uber for Busses)

Lebanese Baccalaureate in General Sciences (GS) Christian Teaching Institute

09/2015 - 06/2018

High Honours

INTERNSHIP EXPERIENCE

Business Analyst VANGUARDS Consulting

06/2021 - 07/2021

Badaro, Alam Street, Badaro 5235, Beirut

Achievements/Tasks

- Support in the Third-Party Monitoring Reports preparation for UNDP projects
- Assisting in various projects deliverables; mainly Process re-engineering, Policies & Procedures and Balanced Scorecard for the GCC Standardization Organization
- Support in preparation of training material in the area of customer satisfaction including course slides, storyboard and questions bank in both English and Arabic for ADAA - The National Center for Performance Management (Saudi Arabia)

Contact: Agnes Mouawad - agnesm@vanguardsconsulting.com

Data Analyst Maroun Semaan Faculty of Engineering and Architecture

11/2018 - 03/2019

American University of Beirut, Beirut

Achievements/Tasks

- Acquire data via online research for benchmarking the practices of MSFEA at AUB
- Visualize the data using Microsoft Excel
- Create reports on metrics (salaries, level of education, gpa, etc.) related to both faculty and students

ORGANIZATIONS

AUB Music Club (09/2021 - Present)

Treasurer

AUB Talks (09/2020 - 05/2021)

Logistics Team Leader

Institute of Industrial and Systems Engineers (09/2018 - Present)

Member

CERTIFICATES

Data Science Fundamentals with Python and SQL Specialization (01/2021 - Present)

Gained a deeper knowledge about analysing data using multiple Python libraries (Matplotlib, Seaborn, Pandas, Statsmodels)

Diplôme d'études en langue française (DEL F B1) (05/2017 - Present)

85/100