

Majd Soueid

Main Road • Dohat Aramoun, Lebanon • +961 76 902 067 • soueidmajd@gmail.com

EDUCATION

Lebanese American University

BEng in Mechanical Engineering with a minor in Data Analytics, Honors

Byblos, Lebanon

August 2017 - Present

LANGUAGES & SKILLS

Languages: Arabic (Native), English (Fluent), German (Beginner)

Soft Skills: Leadership, Team Management, Adaptability, Problem-Solving, Time Management, Effective Communication, Flexibility, Critical Thinking

Technical Skills: Tableau (Proficient), R Studio (Proficient), Microsoft Power BI (Proficient), SQL (Beginner), Python (Beginner), SolidWorks (Proficient), AutoCAD (Proficient), LabView (Proficient), MATLAB (Proficient), Microsoft Excel, Word, and PowerPoint (Proficient), Primavera-P6 (Proficient), Adobe Illustrator, Photoshop, and InDesign (Intermediate), Google Drive Extensions (Proficient)

PROFESSIONAL EXPERIENCE

180 Degrees Consulting

Byblos, Lebanon

Consultant

October 2021 - Present

- Working in a four-person team to assist and make recommendations to an NGO that strives to provide a good living for children with disabilities by offering medical, social, educational, and rehabilitative services
- Working on expanding the NGO's reach, maximizing their resources to achieve sustainability, boosting advertising, and increasing the number of volunteers
- Analyzing the NGO's data and income streams in order to make recommendations
- Conducting intensive market research and data analysis to provide significant insights that could help the NGO grow and improve

Lebanese American University

Byblos, Lebanon

Information Technology and Multimedia Support

September 2021 - Present

- Assisting the Director of Information Technology and Multimedia at the Lebanese American University (LAU) with day-to-day activities
- Troubleshooting any issues that may emerge during LAU courses
- Assisting with the setup of all IT and Multimedia related equipment during events and meetings
- Scheduling conference calls between LAU's campuses (Beirut and Byblos)
- Assisting professors with distance learning setup

Nakhoul Corporation S.A.R.L

Zouk Mkayel, Lebanon

Mechanical Engineering Intern

June - August 2021

- Assisting production, operation, and design managers with their daily tasks and responsibilities
- Sending out quotations, submittals, and AutoCAD maps to clients
- Using data optimization to create cost-effective HVAC products out of metal sheets
- Working closely with company engineers on duct sizing, duct location, sound attenuation, and other aspects of several projects
- Assisting with Computer-Aided Design (CAD) tasks
- Working with company engineers on on-site assessments and the creation of a progress report

Hult Prize Foundation

Beirut, Lebanon

Competitor and Co-founder of the Recycling Organization for Lebanese Youth

February – October 2019

- Co-founding a startup that works on converting recycled plastic into crude oil using a high-tech method known as pyrolysis
- Contributing to the development of ROLY's business, branding, marketing, and financial plans
- Conducting data analysis to find gaps in the market
- Collecting competitor data and determining how we can benefit from the insights gained from it
- Collecting data on our target audience and tailoring our marketing campaign based on the data insights
- Ranking first in the Lebanese American University Hult Prize competition
- Participating in an intensive business accelerator program and receiving mentorship from specialists (CEOs, CMOs, CFOs, etc.)

LEADERSHIP ACTIVITIES

Lebanese American University Outreach and Civic Engagement Simulation Models **Byblos, Lebanon**
Deputy Secretary-General for Operations September 2021 - Present

- Managing a team of 200 personnel and serving 2,000 students alongside the Secretary-General
- Ensuring that board members are accountable for deliverables
- Analyzing previous databases to create a more concise business model than in previous years
- Coordinating communication between board members and teams (Training and Educational Development, Administration, Outreach, and Media and Design)

Deputy Secretary-General for Technical Operations September 2020 - May 2021

- Assisting in the digital transformation of Global Classrooms Model United Nations, Model Arab League, Model European Union, Model African Union, and Model Good Governance

- Creating the programs' monitoring, communication, and grading systems
- Recruiting and managing 12 coordinators and training them on all technical operations necessary for the programs, such as programming sheets, fixing technical issues, and digitizing material

Assistant Under Secretary-General for Logistics and Operations

September 2019 - May 2020

Logistics and Operations Coordinator

September 2018 - May 2019

Lebanese American University School of Engineering Social Affairs Committee **Byblos, Lebanon**
Mechanical Engineering Representative October 2020 - May 2021

- Representing all Mechanical Engineering students at the Student Affairs Committee (SAC)
- Listening actively to the views and concerns of all mechanical engineering students and seeking to find viable ways to address their needs
- Holding meetings with the SAC to address problems faced by engineering students, suggest actions, and debate the proposed actions with the parties concerned

UNA-USA Global Classrooms International Model United Nations

New York, United States

Director of Technical Operations and Systems

January - March 2021

- Contributing to GCI MUN's digital transformation during the COVID-19 pandemic
- Assisting in launching the 1st Virtual GCI MUN conference
- Leading and overseeing a team of 10 international members to plan and carry out all technical aspects of the conference (monitoring and grading systems)

Logistics and Technical Operations Staffer

January - March 2019

VOLUNTEERING

MMKN - Beirut, Lebanon October - December 2020

Providing online Physics tutoring sessions for public school students on a weekly basis

First Lego League Open International Championship - Byblos, Lebanon March - June 2019

Assisting in the organization of a prestigious robotics event that drew over 1000 middle and high school students from all over the world to compete on various robotics competition tasks

NERD National Robotics Competition - Events Officer – Byblos, Lebanon March - April 2019

Supervising teams as they collected their robots and attachments to ensure that no field setup pieces were taken inadvertently and ensuring the smooth flow of match play, the event's pace, and the repair of the competition's fields.

PROJECTS

Global Superstore - Data Analysis: I used Excel to clean a dataset then used Tableau to create several visualizations and forecasts and place them in dashboards and stories

Final Year Project: I optimized a wind farm layout by simulating a pair of wind turbines aligned along the wind direction

Renovation and Remodeling of Rizk Hospital - Project Management: I designed and planned the renovation and retrofitting of the hospital. I used Primavera (P6) to manage the project by assigning resources and durations for each operation, determining the critical paths and duration of the entire project, creating the WBS, and constructing the network using the created predecessors