

Maya Hilal

Beirut, Lebanon

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Education

Lebanese American University

Sep. 2024 – May 2026

Master of Arts in Applied Economics. CGPA: 3.95/4.00

Graduate Research Scholarship Recipient

Lebanese American University

Sep. 2021 - May 2024

Bachelor of Science in Mathematics. CGPA: 3.6/4.00

LIFE Scholarship Recipient

Honor Scholarship Recipient

Experience

Data Analyst – AZR Capital Ltd

April 2025 – Oct 2025

- Conducted targeted outreach to institutional investors via personalized emails, LinkedIn, and Salesforce campaigns, ensuring consistent follow-up and relationship building to secure high-value meetings for the investment team.
- Sourced and qualified potential investors by analysing CRM data and LinkedIn profiles to identify alignment with firm objectives and market focus.
- Managed and analyzed institutional investor data within Salesforce, ensuring data integrity and generating customized reports to track engagement metrics and support team strategy.
- Developed and automated a data processing system using Excel to synthesize large attendee lists from conferences, creating clear, segmented profiles of LPs and GPs for targeted outreach.
- Conducted pre-conference research and analysis to produce comprehensive briefing documents and data-driven profiles on key attendees, enabling the team to prioritize and prepare for high-value engagements.
- Coordinated the team's meeting by scheduling, logging, and generating weekly analytical reports on booked meetings, providing insights into pipeline volume and scheduling efficiency.

Tutor – AlGooru

May 2024 – April. 2025

- Delivered tailored academic support to students from diverse age groups and learning levels, strengthening communication, adaptability, and mentoring skills through personalized teaching methods.

Business Operations and Strategy Intern - Maharat

Aug. 2023 – Nov. 2023

- Supported the development of internal and external communication materials, including partner proposals and strategic reports.
- Conducted competitor and market benchmarking to guide Maharat's positioning and messaging strategy.
- Assisted in planning content and outreach campaigns targeting potential partnerships across LinkedIn and other channels.
- Delivered data-backed insights and messaging recommendations to enhance Maharat's public and partner-facing communications.

Social Partnership Manager - AIESEC

Aug. 2021 – Feb. 2022

- Led outreach campaigns and negotiations with over 5 NGOs to develop partnerships supporting UN Sustainable Development Goals (SDGs).
- Pitched AIESEC's programs and initiatives, securing participation through persuasive communication, trust-building, and alignment with partner objectives.
- Conducted qualification calls and meetings to assess partner needs and ensure project fit, maintaining a positive and professional experience for all stakeholders.
- Managed all partnership documentation and communications with high attention to data security and compliance with AIESEC's operational policies.
- Consistently met and exceeded performance goals for partnership sign-ups and project delivery.

Certificates

- CITI Responsible Conduct of Research (RCR) Training Certificate
 - App Development with Swift - Apple
 - Data Analysis in Excel - Data Camp
 - Understanding Research Methods - University of London - Coursera
 - Tableau Public for Project Management and Beyond – Coursera
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- Project Management & Other Tools for Career Development - UCI – Coursera
 - Teacher SEL: Programs, Possibilities, and Contexts - University of Colorado – Coursera
 - Data Science Math Skills - Duke University - Coursera
 - Game Theory with Python - Coursera
 - Understanding Research Methods - University of London - Coursera
 - Business Analysis & Process Management - Coursera
 - SAS Visual Business Analytics – Coursera

Skills

- Teamwork, enthusiastic, leadership, time management, critical thinking, and adaptability
- Technical: MS Office, Python, JavaScript, HTML, Swift, MATLAB, Lua, AI, STATA, Salesforce
- Languages: Fluent in English and Arabic - French (Beginner)