

DANY AZAR

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EDUCATION

- Feb.25 – Mar.25 **American University of Beirut** – Beirut, Lebanon
Project Management Professional (PMP) Certification Training Course
- Jan.18 – Dec.19 **Grenoble Ecole De Management** – Grenoble, France
Master in International Business; Final Management Project in Corporate Social Responsibility
- Sep.10 – Jul.17 **Lebanese American University** – Byblos, Lebanon
Bachelor in Civil Engineering; Final Year Project “Design of Sewer Network of Alma Village”
- Oct.95 – Jul.10 **L’Athénée De Beyrouth** – Beirut, Lebanon
Lebanese Baccalaureate; Focus on General Sciences

LANGUAGES: Fluent in English, French and Arabic

SKILLS: Proficient in Microsoft Power BI, Excel, PowerPoint and Word

WORK EXPERIENCE

- Jul.25 – Sep.25 **New Metrics** – Business Consulting – Beirut, Lebanon
Consultant Intern
- Supported the delivery of Customer Experience projects and key initiatives with senior consultants
 - Prepared consultancy presentations and materials aligned with client objectives and requirements
 - Contributed to Customer Experience and digital transformation activities across project teams
 - Enhanced attention to detail, teamwork, and adaptability in a consulting environment
- Jun.23 – Feb.25 **Freelance Project Manager** – Commercial Units – Beirut, Lebanon
- Managed all aspects of the construction of five offices from start to finish
 - Hired and oversaw subcontractors and laborers from plumbing to finishing materials
 - Insured excellent relations with the new renters and granting their specific needs
 - Provided, maintained and developed different property management services
- Mar.22 – Mar.23 **American University of Beirut** – Beirut, Lebanon
Data Analyst & Officer for Strategic Initiatives at the Faculty of Engineering
- Operated the faculty's data analytics unit in data management and visualization (PowerBI)
 - Structured a new data processing format and automated its excel database using pivot tables
 - Collected data from different data owners to measure KPIs against pre-set strategic objectives
 - Researched insights to help the faculty's strategic plan and decision-making processes
- Oct.21 – Dec.21 **CMA CGM Levant** – Shipping Group – Beirut, Lebanon
Documentation Agent
- Supported export shipments activities, handled record keeping requirements
 - Generated bill of lading, communicated and followed up with customers
 - Maintained all records and updated systems to reflect newly added files
- Sep.20 – Jul.21 **Azar & Abi Habib Est.** – Retailer in Ceramic Tiles – Beirut, Lebanon
Administrative & Sales
- Ensured efficient operation of the office, prepared and monitored invoices
 - Maintained supplies inventory by checking stock and placing orders for supplies
 - Implemented a new marketing and sales strategy to penetrate new regions
- Jan.20 – Feb.20 **Sanofi Aventis** – Pharmaceutical – Beirut, Lebanon
Traineeship
- Accurately entered and maintained a database of over 500 customer records
 - Assisted in the implementation of a new data entry protocol, reducing data entry time
 - Conducted regular audits of data entries, identifying and correcting errors and improving data quality
 - Attended and observed the digital marketing project from initiation to product