

# Emmanuel Hayek

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Ain Saade – Mount Lebanon

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## PROFESSIONAL SUMMARY

Ambitious International Business Management graduate with experience in media operations, sales, and structured institutional environments. Strong analytical mindset with attention to detail, problem-solving abilities, and adaptability. Seeking to contribute to national and international organizations while continuously developing professional expertise in management and operations.

## PROFESSIONAL EXPERIENCE

- **Media Operations – WPP Media** (July 2025 – August 2025)
  - Assisted in campaign monitoring and media performance tracking
  - Coordinated with internal teams to ensure accurate media scheduling and execution
  - Supported reporting and operational workflow management
- **Lebanese Army Forces** (2019 – 2022)
  - Developed discipline, responsibility, and teamwork under structured leadership
- **Sales – Librarie Mady, Beit Mery** (2017 – 2018)
  - Managed customer service and daily sales operations
  - Assisted in stock organization and merchandising

## EDUCATION

- **Bachelor in International Business Management** – Lebanese International University (2021 – 2024)
- **Lebanese Baccalaureate** – Besancon-Baabdath (2003 – 2018)

## CORE SKILLS

- Analytical Thinking
- Media Operations Support
- Teamwork & Collaboration
- Attention to Detail
- Communication Skills
- Organizational Skills
- Leadership & Discipline

## LANGUAGES

English | Arabic | French