

Lourdes Yazbeck

Senior Employability Officer

Jbeil, Lebanon

☎ +961 70 574507

✉ lourde_yazbeck@hotmail.com

🌐 <https://www.linkedin.com/in/lourdes-yazbeck-b40456127/>

Career Guidance Trainer with extensive experience supporting youth and job seekers through personalized career counseling, employability training, and job matching services. Proven ability to bridge the gap between education and labor market needs by delivering practical job search tools, CV and interview preparation, and confidence-building strategies. Strong track record in employer engagement, internship and job placement, and stakeholder coordination. Experienced in facilitating workshops, conducting career assessments, and ensuring sustainable employment outcomes through continuous follow-up and market alignment.

EDUCATION

Master's Degree in Business Administration

University Saint Famille — 2018–2019

Master's Degree in Microbiology

Lebanese University, Fanar — 2011–2012

Bachelor of Science in Biochemistry

Lebanese University, Fanar — 2009–2011

Lebanese Baccalaureate – Life Sciences

Frères Maristes, Jbeil — 2008–2009

PROFESSIONAL EXPERIENCE

DOT Lebanon — Beirut, Lebanon

Senior Employability Officer and career guidance trainer | 2024 – Present

- Delivered **career guidance, employability coaching, and job placement services** to students and graduates, supporting successful transitions into the labor market.
- Designed and facilitated **career readiness workshops** covering CV writing, interview preparation, job search strategies, and professional conduct.
- Coordinated **internship and employment opportunities** while maintaining strong partnerships with private-sector employers, successfully placing **185 beneficiaries in full-time positions** and **52 in part-time roles** across various sectors.

- Facilitated **310 internship placements** across different sectors, each lasting **three months**, providing participants with practical work experience and exposure to the labor market.
- Organized **industry engagement activities**, including **career fairs with 20 well-known private sector companies**, attended by **more than 400 beneficiaries**, in addition to networking events and company visits to enhance labor market exposure.

DOT Lebanon — Beirut, Lebanon

Internship Program Officer | 2022 – 2023

- Matched student profiles with suitable internship roles across multiple sectors based on skills, interests, and market demand.
- Successfully placed **80+ interns** under the *Shabake 2* project, achieving high employer and beneficiary satisfaction.
- Developed clear, role-specific internship descriptions aligned with academic objectives and labor market needs.
- Monitored internship progress and outcomes, ensuring compliance with program standards and reporting requirements.

Gulf Pharmaceutical Industry (Julphar) — Lebanon

Training & Marketing Coordinator | 2019 – 2023

- Designed and delivered structured training programs for medical representatives, pharmacists, and healthcare professionals.
- Conducted workshops on scientific communication, patient engagement, and pharmaceutical industry protocols.
- Led leadership, teamwork, and health education sessions, improving team performance and communication effectiveness.
- Supported marketing initiatives by aligning training content with product strategy and market positioning.

Senior Medical Representative (Julphar) 2013 – 2022

- Promoted pharmaceutical products to healthcare professionals using evidence-based scientific presentations.
- Delivered in-depth briefings on pharmacology, biochemistry, and therapeutic guidelines.
- Built and maintained strong professional relationships with physicians and pharmacists, supporting consistent product growth.
- Achieved sustained performance through territory management, planning, and client engagement.

Biology Teacher | Farhat Official School 2017 – 2022

- Taught Biology and Chemistry to refugee students following the MEHE curriculum.
- Developed interactive lesson plans, laboratory activities, and exam preparation materials.

- Supported students' academic progress through differentiated teaching and mentoring approaches.
 - Contributed to a positive learning environment focused on inclusion and academic achievement.
-

TRAINING & CERTIFICATIONS

- Time Management Skills — 2025
 - Storytelling for Trainers (TOT) — 2019
 - Effective Communication Skills — 2018
 - Effective Presentation Skills — 2017
 - Successful Negotiation Skills — 2016
 - Personal Leadership — 2015
 - Business Influencers — 2014
-

SKILLS

Technical Skills: Microsoft Excel, Google Sheets, Data Tracking & Reporting, CV Writing, Training Design, Workshop Facilitation

Soft Skills: Communication, Adaptability, Teamwork, Leadership, Problem-Solving, Stakeholder Engagement

LANGUAGES

Arabic (Native), French (Fluent), English (Fluent)