

BULLETIN EMPLOI Mars 2014



PROCEDURE DE DEPOT DE CANDIDATURE

➤ Envoyer votre CV par mail à emploi@esa.edu.lb en précisant dans le sujet de votre message votre nom et la référence du poste souhaité.

Exemple : Candidature Ziad Najjar - réf 14BE-0314

➤ Une lettre de motivation est vivement recommandée.

Dépôt des candidatures avant le 27 mars dernier délai

Restez en contact avec l'ESA



@esabeirut



ESA BUSINESS SCHOOL

18 mars 2014



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EMPLOIS PROPOSES AU LIBAN

01. DRC - DANISH REFUGEE COUNCIL

The Danish Refugee Council (DRC) is a humanitarian, non-governmental and non-profit organization, founded in 1956, that works in more than 30 countries around the world. DRC has been operating in Lebanon since 2004, working with Palestinian and Iraqi refugees, as well as Lebanese communities affected by the war in 2006. DRC is committed to basic humanitarian principles; including impartiality and neutrality, and offers the highest standards of accountability to the people it serves.

DRC Lebanon has been assisting the Syrian displaced, fleeing Syria into northern Lebanon, since May 2011. This assistance has come through the provision of food and non-food items, various outreach activities (registration, follow-up and awareness sessions) rehabilitation of collective shelters and the implementation of quick impact projects.

DRC is inviting local candidates to apply for the position of Community Development Manager - Tripoli, to support its activities.

Position

☞ COMMUNITY DEVELOPMENT MANAGER - RÉF. 14BE-0301

Duty station: Tripoli

Mission

General Responsibilities

- Coordinate the timely implementation of community development activities in his/her AoR;
- Organize and lead assessments and write reports;
- Regularly consult with beneficiaries through direct interviews, FGDs and survey;
- Maintain and improve relationship with the local actors and DRC partners;
- Supervise the community development team and develop their capacity;
- Supervise and monitor all the community development activities, share lessons learnt and address gaps/problems;
- Conduct monthly coordination meetings with all relevant stakeholders;
- Ensure constant coordination with the UNHCR staff member in charge of community Services;
- Ensure coordination with UNHCR and all other concerned actors (mainly the Ministry of Social Affairs and other partner local and international NGOs);

Community centers

- Conduct FGDs and fill out questionnaires with beneficiaries to assess POC's needs and interests;
- Design and develop activities, courses, trainings etc... based on the assessment's findings;
- Recruit staff and beneficiaries' for the community centers (50% Syrians and 50% Lebanese);
- Follow up on activities and address the gaps and problems;
- Evaluate constantly the quality of the services provided in the community center by conducting evaluation exercises with beneficiaries, trainers, center staff and establish a proper complaints mechanism;
- Continuously suggest and develop sessions, trainings, courses and activities responding to beneficiaries' needs and interests;
- Lead the community center management meetings on monthly basis;
- Follow up on all administrative files and attendance sheets of beneficiaries and make ensure confidentiality of information is ensured;



Quick Impact Projects

- Follow up on previous and ongoing QIPs;
- Manage a local partner in all aspects of the QIP process from identification to evaluation;
- Establish committees in the villages, train them and design projects based on the needs;
- Ensure proper implementation of QIPs;
- Prepare all contracts, documents and payments of QIPs in the different villages;
- Prepare handover plans and ensure sustainability of projects;

Community Mobilization

- Carry out coordination meetings with local partners to share information, address gaps, discuss problems etc;
- Organize and conduct community based activities in the villages;
- Conduct trainings for local partners and local authorities;
- Recruit community focal points and organize weekly meetings to share information, follow up on referrals and discuss the different interventions of DRC;
- Finance/Admin/HR
- Assess sector procurement needs, coordinate and supervise the correctness of DRC finance/admin procedures in collaboration with the Sub Area Manager and Logistic/Procurement Officer;
- Keep soft and hard records of all procurement contracts (services, goods, works) related to his/her sector of responsibility in collaboration with the Sub Area Manager;
- Ensure timely and supervise payments in his/her sector of responsibility;
- Monitor expenditure, budgets and expenses tracking sector activities;
- Include a sector financial part in the monthly reporting to the line manager;
- Participate in the selection, identification and recruitment and evaluate assigned HR in collaboration with the Sub Area Manager;
- Identify HR needs and propose trainings in collaboration with the Sub Area Manager;

Reporting

- Organize and ensure a timely, proper written weekly reporting and report daily if needed on problems faced;
- Prepare the weekly report for his/her sector of responsibility;
- Prepare the monthly report for his/her sector of responsibility;
- Propose new sector activities according to identified needs and suggest solutions for problems encountered with activities, budget/work plan/human resources, discuss them with the sub area manager and participate to the decision making process;

Profil recherché / Requirements

- University degree; preferably related to social work or protection
- Minimum 5 years of relevant work experience
- Experience in managing community centers and development projects or community mobilization (desirable)
- Experience in emergency work is a plus
- Experience with INGO (advantage)
- Ability to lead groups
- Excellent communication skills
- Excellent interpersonal skills



- Commitment to the values, vision and mission of DRC
- Good computer skills (PowerPoint, Word, Excel...)
- Well-developed organizational and planning skills
- Self-motivation and strong team spirit
- Ability to speak, read and write Arabic and English proficiently
- Flexibility in terms of working hours and areas of intervention
- Ability to work under pressure and in a stressful environment

Conditions

Availability: 1st of April 2014

Duty station: Tripoli

Contract: Until the 30th of June, renewable depending on Performance and availability of funds

Application process

Only motivated applications that address the stipulated duties and meet the required qualifications, sent together with a CV, will be considered. CV-only applications will not be considered. Please provide references, but do not attach any written recommendations.

Conditions: DRC offers a competitive local salary and benefits package. The position will require full presence in Tripoli from Monday till Friday, in addition to weekends when needed.

Application: Applications should include a detailed CV and a cover letter that addresses the applicant's motivation for applying. Kindly note that only short-listed candidates will be contacted.

02. FOR MAJOR REGIONAL RETAIL FASHION GROUP IN LEBANON

Position

☞ BUSINESS DEVELOPMENT & MARKETING MANAGER - RÉF. 14BE-0302

Mission

- Will prepare the yearly marketing plan and discuss it with top management for approval prior to implementation.
- Will be responsible for the company's marketing strategy under the top management supervision
- Will conduct market research to identify potential market segments, new customers and potential business opportunities.
- Will be responsible for the preparation of marketing presentations for clients and potential collaborations.
- Will follow up on the preparation of brochures, catalogues, magazines, shoots and other communication material and liaise with advertising agencies and publishing firms in this regard, under the supervision of the Communication Manager.
- Will conduct Marketing analysis and potential business development strategies.
- Will recommend potential ventures to develop the business further.
- Will prepare and suggest the yearly plan for business development.
- Will locate or propose potential business collaborations by identifying potential partners.
- Will participate on need basis, in local and international events related to the company.
- In addition to other related tasks as assigned



Profil recherché / Requirements

University degree preferably in Business Administration, majoring in Sales or Marketing from good universities. Masters degree or MBA is a plus.

Minimum 7-10 years of marketing and/or business development experience within major local or regional commercial companies in Lebanon or abroad with a minimum of 3 years as Business Development Manager or Marketing Manager or related

Experience in fashion or Haute Couture is a major plus.

Strong yet flexible personality

Hard worker, dynamic and energetic.

Self-motivated and ambitious.

Presentable, self confident and mature

Creative, quick and analytical mind.

Charismatic; enjoying a very pleasant personality

Customer service oriented.

Strong communication and presentation skills.

Willing to travel when need be.

Preferably trilingual

Computer literate.

03. FOR MAJOR REGIONAL RETAIL FASHION GROUP IN LEBANON

Position

☞ FINANCE MANAGER - RÉF. 14BE-0303

Mission

- Will oversee the finance and accounting department of the company
- Will build/maintain/develop sound policies and good control systems to optimize the working capital and cash management, including treasury management, budgeting and forecasting, tax, accounting, variances analyses, costing, procurement, legal activities...
- Will contribute to the development of the company's strategy across all areas of the business, challenge assumptions and decision-making as appropriate and provide financial analysis and guidance on all activities, plans, targets and business drivers.
- Will handle the company's policies regarding capital requirements, debts, taxation, equity, disposals and acquisitions, as appropriate.
- Will work on optimizing the company's financial performance and strategic position.
- Will take ultimate responsibility of the company's cash management policies.
- Will make sure that corporate budgeting processes are carried out and reviewed.
- Will ensure that company financial systems are robust, compliant and support current activities and future growth.
- Will ensure that the regulatory requirements of all statutory bodies are met.
- Will establish high level of credibility and manage strong working relationships with external parties including customers and advisors.
- Will form a close working relationship with the Manager, other Senior Executives and Non Executives.
- In addition to other related finance and accounting tasks



Profil recherché / Requirements

- University degree preferably in Business Administration, majoring in Finance or Accounting from good universities. Masters in Finance or MBA or CMA or CPA are a definite plus
- Minimum 7-10 years of Finance and Accounting experience within major local or regional commercial companies in Lebanon or abroad with a minimum of 3 years as Finance Manager or Financial Controller or related
- Deep practical application of finance and accounting operations
- Strong yet flexible personality
- Team leader and player
- Able to impose confidence and respect
- Trustful and loyal; high ethical values
- Business acumen; mature; at ease with numbers; cost conscious
- Sense of initiative and results oriented
- Good analytical skills. Able to analyze, interpret and evaluate financial data
- Able to maintain appropriate relationship with third parties: banks, insurance companies, lawyers, auditors, ministry of finance, NSSF...
- Good written and verbal communication and presentation skills
- Preferably trilingual
- Good computer literacy especially Excel with good exposure to accounting software

04. CAPITAL BANKING SOLUTIONS

Capital Banking Solutions is a leading provider of end-to-end, integrated banking software for businesses across Europe, Africa, the Middle East and the Americas. The company offers a suite of integrated and modular products for retail, corporate and private banks, as well as financial institutions.

At CBS we provide an unmatched career growth where learning and sharing knowledge is part of our every day work.

When it comes to technology, our products are using some of the most cutting edge technologies out there. If you are a passionate for mobile development, Business Process and SOA, Java or .NET, we guarantee that you will find at CBS a challenge to meet and an opportunity to excel.

As per the business side of it, our focus on banking and our reach to a variety of types of Financial Institutions is a great platform to grow in different areas related to finance, risk and compliance, capital market, private banking and trade finance.

CBS Global Presence : Beirut. Paris. Monaco. Dubai. New York. Miami. Geneva

Position

☞ SENIOR BUSINESS ANALYST - RÉF. 14BE-0304A

Mission

Responsible for documenting and modeling the banking business requirements, executing test plans, conducting functional training and creating and updating documentation.

- Analyze and design banking business requirements.
- Model the business processes and requirements as per the industry standard methodologies.



- Define, develop and complete testing scenario.
- Assist in enforcement of project deadlines and schedules.
- Create and update documentation of the functionalities of the banking products.
- Conduct functional training on the functionalities of the banking products.
- Prepare weekly progress report.
- Communicate needed changes in coordination with its supervisor to the development team.

Profil recherché / Requirements

- Bachelor Degree in Banking & Finance. MBA is a plus
- Minimum 5 years of experience
- Knowledge of Banking functionalities is a must
- English – Arabic – French
- Computer Literate (Word, Excel, PowerPoint)
- Analytical and problem solving
- Good Planning/Organizing
- Reporting writing skills
- Flexibility and Adaptability
- Communication
- Collaboration & Teamwork

Position

☞ BANKING CONSULTANT- CAPITAL MARKETS - RÉF. 14BE-0304B

Mission

In charge of documenting and modeling the customer's business requirements, executing test plans, conducting training, participating in the implementation and support of banking solutions.

- Participate in the analysis and design of customer's business requirements.
- Participate in modeling the business processes and requirements as per the banking industry standards
- Define functional tests plans.
- Assist in product enhancement.
- Conduct customer's training on the functionalities of the banking product.
- Conduct internal training on the functionalities of the banking product.
- Provide pre-sales support and product demonstration.
- Respect the departmental policy and procedure such as: Internal Software Tools...

Profil recherché / Requirements

- Bachelor Degree in Banking & Finance or equivalent, master is a plus
- Minimum 4 years of professional experience in Capital Markets
- Strong knowledge of banking industry
- Fluency in the English, French, and Arabic languages
- Computer Literate (Word, Excel, and PowerPoint)
- Capital markets and derivatives



- Exposed to the latest accounting practices (IAS, IFRS...).

05. LES AFFICHAGES PIKASSO S.A.L

Position

☞ ACCOUNT MANAGER - RÉF. 14BE-0305A
Department Commercial
Reports to Regional Commercial Director

Mission

Manage a portfolio of the company's largest accounts for high-profile clients and top business leaders, and ensure the company sales objectives are delivered.
Apply various strategies to meet expected growth targets set by the company, and ensure high customer satisfaction.

- Ensure high customer service and build strong relationships with existing clients to maximize revenue potentials.
- Maintain current clients, identify and approach new potential clients.
- Present and sell company products to current and potential clients.
- Ensure regular visits to agencies and clients.
- Follow up the sales activities with clients and agencies.
- Prepare media plans based on client needs through planning coordinating, and directing the advertising campaigns.
- Accompany clients to visit panels on site when needed.
- Prepare presentations, proposals and sales contracts in coordination with the Commercial Director.
- Ensure monthly sales targets are reached.
- Follow up on the client's approval.
- Identify and resolve client concerns.
- Ensure regular updates on all the installed and uninstalled campaigns per network.
- Prepare daily minutes of meeting to be shared with the commercial team.
- Update the administrative department on all contact details of new and existing clients in order to maintain an updated mailing list.
- Ensure regular circulation of information to other departments in a timely manner.
- Prepare and ensure detailed correspondence of minutes of meetings related to the decisions taken.

Profil recherché / Requirements

- University graduate with a degree in Marketing, Advertising or Public Relations.
- 7-9 years experience in sales with at least 1 year in a senior or managerial position in Sales or a related field.
- Fluent in English, French and Arabic.
- Computer literate with good knowledge in Excel, Word and Outlook.
- Strong interpersonal and negotiation skills.
- Strong leadership and decision making.
- Customer oriented.



- Good communication skills.
 - Ability to adapt to different situations.
 - Good problem solving skills and be able to deal with complex situations.
-

Position

☞ REGIONAL MARKETING MANAGER - RÉF. 14BE-0305B
Department : Marketing
Reports to CEO

Mission

Set marketing plans, budgets and goals for the organization.
Coordinate with the subsidiaries of Pikasso for all the marketing activities abroad.

- Perform negotiations, cost control and quality control on all matters related to the marketing aspects of the division.
- Determine the demand for products and services offered by the company and its competitors, and identify potential customers.
- Benchmark, research and monitor competitor's activities and maintain an up to date library.
- Identify, create and analyze new business opportunities, projects and ideas.
- Conduct industry research and feasibility studies to find innovative ideas, products and new trends.
- Perform comparative reports to include full specifications, decorative value, power consumption, advertising estimation and market share.
- Aim continuously at creating new markets and recommending new products.
- Establish a fact book to keep updated records about market share, actual advertising and promotional spending versus budgeted.
- Prepare yearly and monthly sales forecast of all brands, and ensure a marketing plan that will allow achieving the target: sales, market share, prices, advertising and distribution.
- Plan and direct advertising policies and programs to produce material such as posters, contests, coupons, or give-away, to create extra interest in the purchase of products for the company
- Define advertising strategies to include the description of target audience, stress the message and pinpoint the right media (newspapers, TV, Radio Station, Magazines).
- Monitor and analyze sales promotion and advertising results to determine cost effectiveness of the campaigns.
- Inspect layouts edit scripts, audio and video tapes, and other promotional material to ensure adherence to specifications.
- Coordinate all advertising requirements such as photography, media schedules, domestic and foreign exhibitions.
- Introduce, prepare and execute all promotional and collateral materials, pamphlets, calendars, CD pockets, brochures towards the promotion of the company's corporate image.
- Supervise and direct all public relations and advertising activities of the company.
- Coordinate with the advertising agencies to implement the yearly advertising plan as well as the advertisement layout that are to be inserted in the media.
- Coordinate and contact the newspapers and magazines and send letters of bookings according to the company's advertising plan.



- Coordinate with the journalists of the business magazines and newspapers to publish news and articles about the company.
- Prepare the company weekly internal newsletters, weekly industry newsletters, monthly client newsletters in addition to the newsletters for Jordan, Iraq and Algeria.
- Coordinate with the catalogue suppliers on a yearly basis the layout, texts and printing of the company's yearly catalogue.
- Issue updated Pikasso and AGEV catalogues detailing the products.
- Control the stock status for the various brochures and catalogues.
- Prepare all power point presentations related to the company's products.
- Prepare the Ipad presentations related to the commercial activities.
- Ensure the content of the Pikasso website is updated on a daily basis.
- Develop content and communicate news to animate the social platforms of the company.
- Handle the Photo shooting and Image database to be used for the various communication materials.
- Coordinate with the partners for all the sponsored projects by Pikasso.
- Provide the necessary marketing and communication tools for AGEV (presentations, catalogues, website, outdoor and press ads, greeting cards).
- Recommend pricing strategies with the goal of maximizing the firm's share of the market.
- Confer with the department heads and/or staff to discuss topics such as contracts, selection of advertising media, or products to be advertised.

Profil recherché / Requirements

- University graduate with a BA in Marketing and Advertising or General Business (MBA is a plus)
- 7-8 experience in Marketing, with 2 years in a managerial position, preferably in an advertising or media agency.
- Fluent in English, French and Arabic.
- Computer Literate with good knowledge in MS office.
- Good Judgment and Analytical Skills.
- Dynamic and able to work under pressure.
- Good managerial and Leadership skills.
- Excellent communication and organization skills.
- Detail oriented.
- Creative and Innovative.
- Good Knowledge of Customer and Personal Service.

06. DEBBAS GROUP

Position

☞ OFFICE OF THE GENERAL MANAGER - ELECTRICAL ENGINEER - RÉF. 14BE-0306
Reports to General manager

Mission

- Prepare and generate engineering & financial reports and presentations by requesting, compiling, analyzing and summarizing needed data.
- Present reports to commissions, committees, and boards.



- Take and follow up on minutes of meeting.
- Follow up on communication plan with the communication parties.
- Oversee and control the GM office activities on a daily basis.
- Help the General manager in devising plans that will be useful to the business' success
- Coordinate with the different departments in the organization to ensure that all tasks executed are of best quality.
- Ensure operational directives are carried out

Profil recherché / Requirements

- MBA Graduate
- Electrical Engineering degree
- Excellent English command
- Excellent communication & presentations skills
- Highly organized and detail oriented
- 4-5 years of experience

07. FONDATION TYR

Position

☞ EXECUTIVE ASSISTANT - RÉF. 14BE-0307

Mission

- Manage and maintain executives' schedules
- Prepare invoices, reports, memos, letters, financial statements and other documents, using word processing, spreadsheet, database, or presentation software
- Read and analyze incoming memos, submissions, and reports to determine their significance and plan their distribution
- Open, sort, and distribute incoming correspondence, including faxes and email
- File and retrieve corporate documents, records, and reports
- Greet visitors and determine whether they should be given access to specific individuals
- Prepare responses to correspondence containing routine inquiries
- Editing and Translating English/French documents and French/English documents

Profil recherché / Requirements

- Knowledge of administrative and clerical procedures and systems such as word processing, managing files and records, stenography and transcription, designing forms, and other office procedures and terminology
- English and French Language: Knowledge of the structure and content of the English and French language including the meaning and spelling of words, rules of composition, and grammar
- 2-3 years experience in a similar experience
- Proficiency in the use of MS applications
- Excellent knowledge of speaking, writing and reading English and French, Arabic is a plus
- Efficient handling of documentation
- Disciplined, positive, dynamic and a team player



08. SOCIÉTÉ CRS SAL

La société C.R.S (Communication, Représentation et Services) fut créée en 2008, en Côte d'Ivoire. L'objectif principal de C.R.S, est l'informatique : le déploiement et la sécurité des réseaux, l'audit, le conseil et l'assistance technique.

Pour la promotion et le développement de l'internet en Côte D'Ivoire, un accord de partenariat fut signé entre C.R.S, et Cote D'Ivoire-Telecom (groupe Orange-France Telecom) et le groupe financier de notoriété internationale Alios Finance.

Forte de son expérience Africaine, C.R.S décide de s'implanter au Liban.

C.R.S-SAL (société anonyme Libanaise) fait son apparition. Son siège social est situé à Antelias, immeuble Emporium 797, route principale de Rabieh, Metn-Nord.

Toujours dans le domaine informatique, C.R.S élargit son domaine de compétence dans des Produits Innovants, Exclusifs sur le marché et répondant à des besoins spécifiques tel que :

- Solutions d'accélération de connexion Internet pour entreprises.
- Solutions Green IT

Position

☞ RESPONSABLE MARKETING & COMMERCIAL - RÉF. 14BE-0308

Mission

- Gérer et développer un portefeuille clients.
- Animer l'équipe commerciale.
- Vente et promotion des produits de l'entreprise (Outdoor sur RDV)
- Analyser les besoins et projets de développement des clients actuels.
- Apporter des conseils dans l'optimisation de leurs investissements.
- Réaliser études de marché, baromètre d'image et de notoriété.
- Mettre en place une veille spécifique sur les marchés concernés (produits, circuits de distribution, clients, concurrents, communications antérieures, etc.).
- Etablir les stratégies marketing
- Rédiger les cahiers des charges et briefs créatifs.
- Concevoir les plans de communication (objectifs, cibles, axes, promesse, message).
- Superviser l'exécution des campagnes.
- Garantir la qualité du travail réalisé, le respect des budgets et des délais impartis.
- Contrôler le suivi des opérations.
- Dresser les bilans d'activités (analyse des résultats quantitatifs et qualitatifs).

Profil recherché / Requirements

- Diplôme d'école de commerce, spécialité marketing ou communication (Niveau Maîtrise ou Master).
- Bon sens du relationnel
- Esprit de synthèse et d'analyse
- Rigoureux et organisé
- Capacité à travailler en équipe
- Capacité à endosser des responsabilités
- Capacité à déléguer et à dispatcher l'information
- Sens relationnel ; méthodologie; créativité.



- Réactif aux évolutions du secteur, aux nouveaux outils de communication et d'information.
- Passionné d'image, de marques, de publicité et d'internet.
- Français et anglais courants.

09. MAJOR PUBLISHER & BOOKSELLER *(ANNONCE DÉJÀ PARUE)*

Position

☞ SENIOR MARKETING MANAGER - RÉF. 14BE-0309
Reporting administratively to the CEO

Mission

- Taking in charge a team of schools and commercial representatives in the purpose of visiting the schools and the bookshops i.e. dedicated to the ground.
- Supervise Day-to-Day the three stores in terms of sales goals, animation and relation with the staff.
- Prepare reports to the CEO in order to make the necessary improvements and facilitate the decision making.

Profil recherché / Requirements

- University graduate with a degree in Business Administration &/or Legal studies. (MBA is a plus)
- 3-4 years experience in a similar field
- Fluent in French, Arabic and English.
- Computer literate with good knowledge in Excel, Word and Outlook.
- Strong interpersonal and negotiation skills.
- Strong leadership and decision making
- Customer oriented.
- Good communication skills.
- Ability to adapt to different situations.
- Good problem solving skills and be able to deal with complex situations.
- Predilection for the world of books is a plus.

10. BANQUE AUDI *(PART TIME JOB)*

Position

☞ AMBASSADOR FOR THE SPRING ACCOUNT (RETAIL DEPARTMENT) - RÉF. 14BE-0310

Mission

The ambassador job is a part time job that does not require office work. The student will be working in coordination with the Retail Department. Those students will be considered as outdoor sellers specialized in the spring account (a new product for the youth) and will receive a certain commission on each account sold. They will not have a fixed salary, in fact their salary will be commission based only.



Since, it is very flexible in terms of working hours, they will have to achieve a certain sales target (Obligatory) on a weekly basis and participate to events organized by the Bank(Optional).

Profil recherché / Requirements

This job is based on the ability of the student to convince people to buy a certain product (in this case the spring account, one of our new product created for the youth). In this perspective, we need motivated and creative people from different backgrounds.

GRADUATE PROGRAMME

11. ARLA MEA

Position

➤ GRADUATE PROGRAMME MIDDLE EAST & AFRICA - RÉF. 14BE-0311



Graduate programme Middle East & Africa (MEA)

Our leaders strive to envision the future, engage the right people and deliver outstanding performance. Taking big steps without losing your footing, you need the confidence to naturally take the lead and the motivation to make fundamental decisions with both global and local impact. Teaming up with the best in the business, you will have the chance to grow every day.

Are you ready to release your full potential?
We offer you an attractive graduate programme and the opportunity to develop unique competencies in order to pursue an international career in the region.

18 months on site in the MEA region
The programme consists of three rotations, each lasting 6 months. In each rotation period you will be challenged with new project assignments that will enable you to build unique competencies within your profession. At least two of the rotations will be outside your home country but within the Middle Eastern and African countries. During your assignments you will be challenged to work both within teams and independently. We will involve you in our daily operations and complex business challenges to ensure that you build strong business capabilities. At the end of each assignment you will have acquired strong knowledge of Arla Foods' local and global operations and created professional and personal results.

Business profile with proficiency in several languages
You hold a Master's degree e.g. within International Business or Business Administration and are top of your field. If you are also curious, global-minded and have a passion for learning, you might just be one of our new graduates.

Added to this, you are bilingual or trilingual and have outstanding communication abilities, which you unfold with the right blend of stamina, power and self-confidence. Lastly, you enjoy travelling in the MEA region, and you take personal responsibility for your own career.

Application and contact
Do you wish to join an ambitious team and become the future of Arla MEA? Send your CV to jobarlamea@arlabio.com along with a few words describing your background, character and your motivation for joining us.

Questions about the position may be directed to HR Business Partner MEA, Brigitte Beisner at +971 506264837. We look forward to hearing from you!

Deadline for applications: 3 April 2014.

At Arla Foods, we use milk into innovative products and strive to bring consistency around the world closer to nature. We are united and empowered by respect for the natural source that keeps us in business, and we share a determination to sustain our ambitious development and growth. It will be a journey of a lifetime and to succeed we work together – to lead, to learn, to create.

www.arla.com/career





STAGES

12. COMMERCIAL INSURANCE

History and special characteristics of Commercial Insurance :

- Established in 1962
- Offers both life and non-life insurance services
- Offers uninterrupted services to all clients in Lebanon & worldwide
- Increased client access by operating from headquarters in Beirut and Jounieh offices in addition to the 24-hour call center '1280'
- First rate reputation
- Supported by first class reinsurers
- One of the most innovative insurance companies
- Distinguished by rigorous corporate governance
- Highest client satisfaction
- Commitment to corporate social responsibility, our community and the environment

Position

☞ STAGIAIRE - RÉF. 14BE-0312

We are seeking pre-employment internship candidates. This internship will introduce interns to the insurance industry and provide them with the chance to be mentored.

After their internship, candidates will be offered the opportunity to join the team through a challenging career path with business development opportunities

Profil recherché / Requirements

- Candidates should be motivated and ambitious
- Candidates should consider employment opportunities
- They can work either from Beirut or Zouk Mikael offices
- During their studies, candidates can work part time
- Applications should be accompanied with course grades