


MAJD HALLAB


 Lebanese

 19-09-1994

CONTACT

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 Tripoli, North Lebanon

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EDUCATION

MSc - Structural Engineering 2015-2016
Brunel University London
First Class Distinction

BS - Civil Engineering 2012-2015
University of Balamand

School, High School 1999-2012
SABIS

TRAININGS & INTERNSHIPS

Volunteer Research Associate 2016-2017
Brunel University London
Micro Feature Detection for Pavement Condition Assessment

Trainee Project Manager April 2016
CONSTRUCTIONARIUM - ATKINS, CAREYS

Trainee Site Engineer 2014-2015
Hallab Engineering

HOBBIES

 Martial Arts (**World Champion**, 2014)

 Kickboxing (**2nd Place Lebanon**, 2014)

 Music (Electric & Classic Guitar Player)

 Reading

LANGUAGES

Arabic: Native

English: Fluent

French: Fair

SKILLS

Program Management Tools
Trello, Asana
MS Office

PROFILE

Development and programs professional with 9+ years of experience leading program portfolios, donor engagement, and organizational growth within NGOs. Experienced in contributing to revenue diversification initiatives, coordinating across departments, and translating organizational strategy into practical systems and results. Brings an interdepartmental working style, collaborating closely with programs, operations, and communications to strengthen sustainability and impact.

KEY ACHIEVEMENTS

- Developed and launched two revenue-generating initiatives within DCL Foundation: renting organizational facilities, and providing paid technical assistance in food safety, nutrition, and protection to FnB companies.
- Led the identification, design, and successful securing of 10+ humanitarian and development projects, totaling USD 20.6 million, contributing to portfolio growth and donor diversification.
- Oversaw and coordinated programs reaching over 40,000 children across 130+ schools in 2 governorates.
- Designed and rolled out a Supplier Induction Program; endorsed and adopted by WFP.
- Supervised and supported 70+ staff across programs, field operations, and support functions, strengthening performance, accountability, and team cohesion.

CORE COMPETENCIES

Fundraising Strategy · Donor Relations & Partnership Development (UN, INGO, Private Donors) · Revenue Diversification · Development Office Leadership & Team Management · Public Relations, Media & Events Oversight · Proposal Writing, Budgeting & Cost Recovery · Organizational Policies & Framework Development · Protection, PSEA & Accountability Frameworks · Risk Management · Strategic Planning & Organizational Growth

WORK EXPERIENCE

Programs Manager

DCL Foundation North Lebanon Oct 2020-Present

- Provided strategic input into funding acquisition, contributing to proposal design, budgeting, and engagement with donors.
- Held overall operational oversight of large-scale social and humanitarian programs, ensuring effective delivery, monitoring, and accountability.
- Initiated and guided revenue-generating coaching and technical assistance services, supporting organizational sustainability beyond grant-funded activities.
- Served as a central liaison between the board and cross-functional teams, driving organizational strategy, sustainability planning, and external engagement.
- Led multidisciplinary teams across programs, field operations, and service delivery units.
- Revamped internal processes through SOPs aligned with international standards, ensuring organization-wide compliance and leading the institutionalization of key systems including Protection, AFAC, and CFRM.

Project Manager

Bayna Baytak Beirut Aug 2020 - Oct 2020

- Coordinated 300+ rehabilitation projects, ensuring adherence to timelines, budgets, and quality standards.
- Introduced community-based initiatives, including the Workday Compensation Program, improving beneficiary safety and volunteer engagement.

Project Engineer

Concern Worldwide North Lebanon Jun 2019 - Aug 2020

- Provided technical oversight for shelter and infrastructure rehabilitation projects, coordinating contractors, municipalities, and beneficiaries to ensure quality and compliance.

Trainee Project Engineer

FTV Proclad Dubai, UAE May 2017 - May 2019

- Supported design reviews, HSE planning, reporting, and coordination with consultants and contractors.

PROFESSIONAL DEVELOPMENT & MEMBERSHIPS

- PMP Certified Project Management Practitioner - Certification No. 4321360
- Registered Engineer – Order of Engineers, Tripoli (#11962)
- Member – Institution of Structural Engineers (IStructE)
- Member – American Society of Civil Engineers (ASCE)