

# Haidar Medlej

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## PROFILE

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

## PROFESSIONAL EXPERIENCE

### Hotel Pearl of Beirut, Internship, HR Assistant

June 2022 – August 2022

### Touch, Security

September 2018 – October 2018

## CERTIFICATES

- Internship at Pearl of Beirut Hotel
- Unspoken Interview Fundamentals Virtual Experience Program from Forage
- Workplace Preparation Virtual Experience Program from Forage
- Data Analytics Consulting Virtual Internship From Forage
- Introduction to Campus Recruitment from Forage
- Human Resources Program from Forage
- How to Build and Scale a Fully Remote Onboarding Process That Actually Works (Webcast) from SHRM

## LANGUAGES

- Arabic & English

## EDUCATION

### Bachelor degree in HRM

2019 – 2023 | Al Maaref  
University

## SKILLS

### Computer Skills, Word/Excel/PowerPoint.

Communication Skills, Problem-Solving abilities, Collaboration, Time Management & Work Ethics