

# PATRICK MOUBARAK

## HR Management and Recruitment

Bdadoun, Lebanon | +961 71 137 422 | p.p.moubarak@gmail.com | <https://www.linkedin.com/in/patrick-moubarak/>

### OVERVIEW

Experienced HR professional specializing in recruitment, employee relations, and training. Skilled in networking, workplace culture, and compliance. Strong communicator with a background in mentoring and event coordination. Committed to continuous learning through seminars and workshops.

### KEY ACHIEVEMENTS

- Resolved workplace challenges by implementing effective conflict resolution and employee support initiatives.
- Organized corporate events and training programs that enhanced team morale and productivity.

### WORK EXPERIENCE

#### HR GENERALIST

**FARHAT BAKERY EQUIPMENT** *Kfarchima, Lebanon (09/2025 – Present)*

**MULTILANE** *Houmal, Lebanon (05/2022 – 08/2025)*

- Lead recruitment and onboarding processes, ensuring a smooth and engaging experience for new hires.
- Manage employee relations by providing guidance, conflict resolution, and fostering a positive work environment.
- Develop and implement training programs to enhance employee skills and boost organizational performance.
- Oversee performance management strategies to align workforce objectives with company goals.
- Ensure compliance with labor laws, handle employee benefits administration, and maintain HR policies.
- Plan and coordinate corporate events to strengthen team engagement and company culture.

#### SUPPORT FACILITATOR

**Notre Dame Physiotherapy Center** *Hadat, Lebanon (09/2015 – 10/2016)*

- Offered emotional support to patients undergoing physiotherapy.
- Helped individuals express their concerns and cope with recovery challenges.

#### SPECIAL EDUCATION ASSISTANT

**College of Sagesse (Saint Jean Brasilia Section)** *Baabda, Lebanon (09/2014 – 06/2015)*

- Provided individualized academic and behavioral support to students with learning difficulties.
- Collaborated with teachers and parents to monitor student progress and implement effective learning strategies.

### EDUCATION

**Bachelor's Degree in Theology**

**Holy Spirit University of Kaslik (USEK)** *Kaslik, Lebanon (2012 – 2018)*

### CERTIFICATIONS

- Specialized Accompaniment for People with Disabilities** – Anta Akhi *Ballouneh, Lebanon (2014)*
- Adult Psychology, Personality Disorders and Human Virtues** – SPM Maronite, Pastoral Identity *(2010 – 2014)*
- Leadership and Animation Techniques** – 4 Life Group *(2013)*
- Mental Health** – Deir El-Salib *Jal el-Dib, Lebanon (2011 – 2012)*
- First Aid** - Lebanese Red Cross *(2006)*

### SKILLS

HR Management, Recruitment, Employee Relations, Training & Development, Conflict Resolution, Performance Management, Labor Law Compliance, Team Engagement, Corporate Culture, Cross-functional Collaboration, Mentoring, Coaching, Communication Skills, Interpersonal Skills, Problem Solving, Adaptability, Inclusivity, Networking.

### INTERESTS

- Actively engaging in seminars and workshops to expand knowledge, refine skills, and stay updated with trends.

### LANGUAGES

Arabic (*Native Language*) | English and French (*Professional Working Proficiency*)