



Georges El Asmar

Career Summary

Personal Profile

My name is Georges El Asmar I have graduated from Antonine University, looking forward to improve my skills and gain experience to develop my career. I am a dedicated and motivated person, skilled in verbal communication, problem-solving with the ability to work as part of a team. I'm eager to advance my career and become a human resource professional.

Education

- University Antonine (fall 2025/ present) Pursuing my Master's Degree in Business Management.
- University Antonine (fall 2018/ spring 2021): Bachelor degree of Business Administration – Majoring in Human Resource with a total GPA of 87/100 or 3.4/4
- Jezzine Public High School (2015/2018): Lebanese baccalaureate (2018) in Sociology and Economy section.

Professional Certification

- Certificate of participation for completing the training entitled “leadership and motivation” given by Dr. Fouad Abdallah (October 2021)

Work Experience

Forefront Recruiting Agency Dubai (October2024_ till May 2025)

- Skilled in leveraging LinkedIn and other platforms to identify, engage, and attract top-tier talent across various industries and roles.
- Experienced in using HubSpot CRM to manage candidate pipelines, track communication, and streamline the recruitment process.
- Hands-on experience with Talentera for posting job openings, managing applications, and streamlining end-to-end recruitment workflows.
- Adept at analyzing recruitment metrics and leveraging insights to optimize sourcing strategies, enhance candidate experience, and improve hiring efficiency.
- Handle the End to end recruitment process from approaching to submitting reports to the clients.
- Experience in using Canva to design the candidates reports.

Kerning Recruiting Agency *under Highphen Business Consultancy (May-August)* 2024

- Support in conducting well-documented reports to the rest of the team.
- Support in gaining a strong understanding of search assignments & elements of Search Strategy (SS), Position Description (PD), and Core Requirements (CR).
- Aid in performing accurate research, posting jobs to appropriate job boards, and in candidate mapping, call screening, identification of bullseye candidates, etc. and recruiting only for KSA market like PWC and MOF.

Noknok S.A.L intern as HR 2024

- Work closely with hiring managers to assess staffing needs and develop recruitment strategies to attract skilled workers.
- Prepare and submit HR-related reports and documentation, including payroll summaries, recruitment metrics, and compliance reports, as required by management and regulatory authorities.
- Source candidates through various channels, including job boards, professional networks.
- Conduct interviews, assess candidates' skills and qualifications, and facilitate the selection process to fill vacant positions in a timely manner.

Competences and accomplishments :

- **Membership at Jezzine HUB Foundation** (2020/present): this foundation was created by youth in order to prepare for educational, physical, and historical activities at Jezzine and the region. The main aim is to encourage youth to stay connected with their village and open for them many chances to achieve their goals and at the same time to strengthen the tourism in our region.
- **Creating entrepreneurship business plan** (Fall 2020) at Antonine University: creating a new product in an innovative way and prepare a full business plan from the mission and vision of the fake company to the financial plan, marketing, organization and management. This project was in collaboration with Dr.Sami naddaf.
- **Participating in Argentinian Day** event at Antonine University (Spring 2019): preparing different marketing strategies and plans regarding the traditions of Argentina especially food and presenting them in front of the Argentinian Ambassador.
- **USAID event** (January 2017): I was a volunteer at USAID event titled “The Social Integration for People with Special Needs” created by a group of AUB students in order to break the stigma between people with physical disability and other people. The event was a series of sports (volleyball, basketball, blind football...) between physically disabled students and public-school students; I was one of the organizing staff and I have a certification of participation.

Skills: Communication - Customer Support - Problem-solving - Conflict Resolution - Result-oriented - Teamwork – Adaptability - Human resources Skills - Flexibility - Time Management - leadership skills .

Languages

- Arabic | Native - Bilingual Proficiency
- English | Intermediate - Professional Working Proficiency
- French | Intermediate - Professional Working Proficiency

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