

Summer Adlouni

Human Resources | Talent Acquisition | People & Culture | Learning & Development

Beirut, Lebanon | +961 70 179 165 | summeradlouni6@hotmail.com | U.S. Citizen | [LinkedIn Profile](#)

PROFESSIONAL SUMMARY

Strategic and people-focused Human Resources professional with a **BSc in HR Management** and the **SHRM Talent Acquisition Specialty Credential**. LinkedIn Learner of the Year (2024 & 2025) with 4+ years of experience in **full-cycle recruitment, employer branding, and L&D** across global consulting and technology organizations in the GCC. Proven track record of reducing time-to-hire, enhancing candidate experience, and driving people-first initiatives that boost engagement, retention, and performance.

EDUCATION

Bachelor of Science in Human Resources Management
American University of Science and Technology (AUST)

Oct 2017 – Feb 2022

Beirut, Lebanon

- Dean's High Distinction List and President Award

PROFESSIONAL EXPERIENCE

Talent Attraction & Acquisition Lead

Sep 2024 – Present

New Metrics

Dubai, United Arab Emirates (Hybrid)

- Leading full-cycle talent acquisition and employer branding strategy across the GCC, overseeing up to 14 requisitions from entry-level to C-suite.
- Owning and driving the end-to-end hiring lifecycle, from workforce planning, driving sourcing strategies, managing interviews, negotiating offers, and securing top talent.
- Acting as a strategic partner to hiring managers and senior leadership, facilitating structured intake sessions to define success profiles, hiring forecasts, SLAs, and market positioning.
- Providing data-driven insights through recruitment analytics, pipeline forecasting, and talent market intelligence to inform workforce planning and organizational growth decisions.
- Reducing time-to-hire by 34% within the first year by redesigning recruitment workflows, strengthening proactive talent pipelining, and implementing performance tracking mechanisms.
- Leading structured, competency-based interviewing frameworks to ensure consistency, quality of hire, and cultural alignment across departments.
- Designing, launching and managing structured onboarding programs (such as the Buddy Program) to enhance early engagement, integration, and retention.
- Partnering with Marketing & Communications to shape employer value proposition (EVP) messaging across campaigns, internal communications, and external talent platforms.
- Overseeing recruitment KPIs and hiring performance through SAP SuccessFactors, ATS dashboards, and LinkedIn analytics, continuously optimizing candidate experience and hiring effectiveness.

Human Resources Generalist

Feb 2023 – Jun 2024

TechGenies

Beirut, Lebanon

- Managed the full employee lifecycle, including onboarding, offboarding, contracts, payroll coordination, and benefits.
- Led recruitment for technical and business roles, partnered with managers on workforce planning and training needs.
- Strengthened onboarding & engagement through redesigned orientation programs and communication initiatives.
- Maintained HRIS and personnel records while generating reports on headcount, turnover, attendance, and engagement.

Talent Acquisition Analyst

Nov 2022 – Feb 2023

KPMG

Beirut, Lebanon / Riyadh, Saudi Arabia

- Managed full-cycle recruitment for the Saudi Levant Cluster, including sourcing, interviewing, and offer negotiations.
- Partnered with hiring managers to define role requirements and ensure alignment with workforce planning objectives.
- Developed KPI dashboards tracking time-to-fill, quality-of-hire, and offer acceptance rates to support hiring decisions.
- Conducted market mapping and benchmarking for high-demand technical and consulting roles.
- Facilitated onboarding and mobilization of new hires to ensure rapid integration into client projects.

Talent Acquisition Specialist

Sept 2021 – Nov 2022

TechGenies

Beirut, Lebanon

- Scaled the organization's workforce by 50% within six months through strategic sourcing and full-cycle recruitment.
- Promoted from Associate to Specialist within four months; awarded Employee of the Month across 10 global offices.
- Designed structured interview frameworks and recruitment reports, improving quality of hire and selection consistency.
- Partnered with universities to strengthen employer visibility, attract top graduate talent, and participate at career fairs.

ADDITIONAL EXPERIENCE

Human Resources Assistant, HIRED! – Beirut, Lebanon | 03/2021 – 12/2021

Consultant Intern, Beyond Reform and Development (BRD) Group – Beirut, Lebanon | 03/2021 – 04/2021

Human Resources Intern, IRADA – KHOUBOURAT – Beirut, Lebanon | – 01/2021 – 02/2021

CONSULTING & ADVISORY PROJECTS

Employability Skills Trainer & HR Consultant

Nov 2021 – Aug 2024

Freelance

Beirut, Lebanon

- Designed and delivered employability and career readiness workshops for students and early-career professionals.
- Partnered with UNICEF, the U.S. Embassy, and local NGOs to bridge education-to-employment gaps.
- Coached 100+ participants on soft skills, communication, CV writing, and interview preparation.

CERTIFICATIONS

- SHRM Talent Acquisition Specialty Credential, Society for Human Resource Management (SHRM) – 2025
- The Examination for the Certificate of Proficiency in English (ECPE), University of Michigan – 2019
- ICDL Profile Certifications in: Spreadsheets, Presentations, Word Processing & Computer Essentials – 2019

SKILLS & EXPERTISE

Talent Acquisition & HR: Full-Cycle Recruitment, Talent Strategy, Sourcing & Talent Mapping, Recruitment Marketing & Employer Branding, Candidate Experience Optimization, Recruitment Analytics & Metrics.

Learning & Development: Training Needs Analysis, Learning Program Design & Delivery, Onboarding & Employee Engagement Programs, Leadership Development & Career Pathing

HR Systems & Tech Skills: HRIS & Applicant Tracking Systems (SAP SuccessFactors, JazzHR, Odoo, Rippling), Microsoft Office / Google Workspace, LinkedIn Recruiter, Data Analytics & Reporting

Core Competencies: Stakeholder Management & Client Engagement, Communication & Negotiation, Problem-Solving & Analytical Thinking, Project Management & Cross-Functional Collaboration

Languages: English (*Native*), Arabic (*Native*), French (*Beginner*)