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An Academic and Professional in HRM with exceptional management, leadership, business, interpersonal, mentoring, research and training skills. International, multi-cultural and multi-industry experience. Expert in knowledge management, HR planning, Staffing, HR Development, Change Management, Online Education, and Research Methods. Hard-working, ethical, conscientious, compassionate and performance-driven. Academia should be linked to professional practice and should generate positive impact on business and society.

Years in Academia	Years in Industry	Courses	Industries	Markets
10+	5+	100+	5	4
Rutgers University University of Cincinnati University of Leeds University of York University of Roehampton Lebanese American University	HR Manager Recruiter Purchasing Manager Associate Consultant	HR Management Strategic Management Organizational Behavior Economics Labor Relations	Higher Education Restaurants & Hotels Retail Trade Consulting	North America Europe Middle East Africa

EDUCATION * CERTIFICATIONS

Degree	Institute	Subject	Year
Ph.D. (Business & Economics)	University of Leeds	Human Resource Management Knowledge Management	2012
MBA	Lebanese American University	Business Administration	2006
BBA	American University of Beirut	Business Administration	2001
Professional in Human Resources (PHR)	Human Resources Certification Institute	Human Resource Management	2006
Certified Online Faculty	Laureate International Universities	Online Education	2014
SHRM Learning system	Society for Human Resource Management	Human Resource Management	2006
Lebanese Baccalaureate II	Saint Mary Orthodox College	Philosophy	1998

ACADEMIC EXPERIENCE

Position	Organization /Location	Year
Associate Director Online HRM Graduate Program	Rutgers University – Department of HRM / USA	2018-present
<ul style="list-style-type: none"> ➤ Fully responsible for developing and implementing the plan for launching the new online graduate program. ➤ Developing the marketing strategy and monitoring its implementation to ensure effective conversion of marketing tools to enrollments. ➤ Finalizing the admission and scheduling processes. ➤ Ensuring that courses are being developed by the assigned faculty, and supporting them throughout the instructional design process. ➤ Recruiting Faculty for designing the online courses. ➤ Finalizing all the administrative tasks and reaching out to stakeholders to ensure a smooth start for the program. ➤ Scheduling the delivery of online courses. ➤ Managing the admission process. ➤ Addressing inquiries from interested candidates. 		
Assistant Teaching Professor Teaching Instructor	Rutgers University – Department of HRM / USA	2018-present 2014-2018
<ul style="list-style-type: none"> ➤ Designing and delivering face-to-face and online courses in HRM and Organizational Behavior at the graduate and undergraduate levels. ➤ Designing and delivering modules for professional education in HRM. ➤ Mentoring students and providing them with career counseling and extensive performance feedback. ➤ Serving the university and school through actively participating in the teaching evaluation and online education committees. ➤ Acting as the Student Campus Advisor for the Office of Student Conduct. ➤ Subjects taught: Job Design & Job analysis, Workforce Planning, Employment Law, Recruitment, Selection, Training & Development, Performance Management, Compensation Management, Employee Incentives, Employee Benefits & Safety, Employee Relations, Global HR practices Conflict Management, Leadership, Team Management and other organizational behavior subjects. 		
Online Faculty in Management	University of Roehampton – Management Division / Virtual	2014-2015
<ul style="list-style-type: none"> ➤ Delivering online modules in HRM and Strategic Management at the graduate level. ➤ Mentoring students and providing extensive performance feedback (Formative & Summative). ➤ Course Selection: HR as a Strategic Business Partner & Organizations and the Business Environment. 		
Visiting Assistant Professor of HRM	University of Cincinnati – Psychology Department / USA Organizational Leadership/Human Resources Division	2013-2014

➤ Designing and delivering courses in HRM, Global HRM, HR Consulting, Staffing, Organizational Behavior, Labor Economics and Leadership mostly at the graduate level.		
➤ Mentoring students and providing them with career counseling and extensive performance feedback.		
➤ Serving on the HR graduate program assessment panel.		
Lecturer (PT)	University of Leeds – Employee Relations Department / UK	2009-2012
Teaching Assistant (PT)		2009-2012
➤ Designing and delivering lectures and seminars in HRM, Employee Relations, Labor Economics, Organizational Theory, Organizational Behavior and Research Methods.		
➤ Mentoring students and providing them with career counseling and extensive performance feedback.		
Teaching Assistant (PT)	University of York – School of Management / UK	2010
➤ Designing and delivering seminars for the Critical Management Studies module.		
➤ Mentoring students and providing them with career counseling and extensive performance feedback		
Graduate Assistant	Lebanese American University – Business School / Lebanon	2004-2006
➤ Writing critical literature reviews and collecting and analyzing quantitative data.		
➤ Assisting in teaching and assessing students for management and marketing courses.		

PROFESSIONAL EXPERIENCE

Position	Organization /Location	Year
HR Manager	Assaha – An international restaurant and hotel management firm / Lebanon	01/07-07/07
➤ Managing the HR function, including designing, developing and implementing HR practices, policies, and procedures.		
➤ Conducting job analysis and updating job descriptions.		
➤ Handling full personnel responsibilities and ensuring legal compliance.		
➤ Recruiting and selecting staff at various occupational levels.		
➤ Resolving conflicts between employees and managers and conducting exit interviews.		
➤ Supervising two HR professionals and conducting HR performance evaluation through creating and monitoring HR metrics.		
➤ Acting as the Public Relations Manager.		
➤ Reporting Directly to the General Manager.		
➤ The company had more than 800 employees located in four countries: Lebanon, Qatar, Sudan and the United Kingdom.		
Recruiting Officer	Merilink – African based trade firm / Lebanon	01/04-03/06
➤ Sourcing and recruiting candidates from Lebanese universities to work mainly in Benin and Nigeria.		
➤ Conducting feasibility studies (mostly financial), for new business opportunities.		
Purchasing Officer	The Sultan Center – Regional retail store firm in the Middle East / Oman	04/02-11/03
➤ Supply-side management: sourcing products, negotiating with suppliers, issuing orders.		
➤ Inventory Management: managing production and inventory of more than 8000 items.		
➤ In charge of product pricing and display, operations, sales and customer satisfaction for the 7 perishable departments.		
➤ Responsible for more than 70 employees of which 4 personal assistants and 7 teams led by floor department managers.		
➤ Analyzing financial reports and monitoring department performance.		
➤ Achievements: Increasing sales by 27% and profit by 40%.		
➤ Reporting directly to the COO.		
➤ The company had more than 4000 employees located in Kuwait, Oman, Jordan, and Lebanon.		
Associate Consultant	TEAM International – Regional management consulting firm active in MENA region / Lebanon	01/02-03/02
➤ Conducting a SWOT analysis & contributing to the design of organizational structures.		
➤ Analyzing employee questionnaires.		
➤ Writing department and job descriptions.		

UNIVERSITY SERVICE

Activity	University	Year
Mentoring Honors Undergraduate student thesis in HRM	Rutgers University	2018/2019
Co-Lead of the “Future of HR” Community of Practice; members are HR executives from top organizations located within the NJ/NY area.	Rutgers University	2019-present
Student Campus Advisor for the Office of Student Conduct	Rutgers University	2017-present
Serving on the Teaching Evaluation Committee of the School of Management and Labor Relations	Rutgers University	2017-2018
Actively participating in the executive board meetings and engaging with HR executives in the NJ/NY area.	Rutgers University	2017-present
Campus Committee for the Teaching Assistant/Graduate Assistant Personnel Grievance Procedure at Rutgers University-New Brunswick	Rutgers University	2018-present

Serving on the in-class teaching observation committee of the Human Resource Management Department	Rutgers University	2018
Serving on the Undergraduate honors thesis committee of Tanla Ayik; Thesis title: The Role of Human Resources Information Systems in the Employee Selection Process.	Rutgers University	2016
Serving on the Online Education Committee of the Human Resource Management Department	Rutgers University	2015-2017
Developing and designing the first 10 modules for the Executive and Professional Education Department	Rutgers University	2017
Delivering – in cooperation with two other peers- a panel interview on online education to SMLR-Faculty	Rutgers University	2017
Developing and designing the first two online courses in the HRM department: “Introduction to Human Resource Management” and “HR Strategy I: Introduction”	Rutgers University	2015-2016
Working on a proposal to increase Rutgers’ recruitment initiatives targeting international students	Rutgers University	2015-present
Assessing current and future trends of international students at the national, state and university levels. The study aims to help the department in focusing its international student recruitment efforts on selected countries.	Rutgers University	2015-present
Serving on the Human Resources graduate program assessment panel	University of Cincinnati	2013/2014
Developing the HR Consulting course	University of Cincinnati	2013/2014
Advising students on their capstone projects	University of Cincinnati	2013/2014
Serving on a committee to develop the Management Research Practice module. My part was to develop seminar activities and lectures addressing quantitative and qualitative research methods.	University of Leeds	2010

TEACHING EXPERIENCE

Course	Level	Institute/Division	Year
Managing the Global Workforce	Graduate	Rutgers University	2018
Introduction to HR Management (Online)	Undergraduate	Rutgers University	2016-present
HR Strategy I (Online/Design)	Graduate	Rutgers University	2016
Staffing	Undergraduate	Rutgers University	2015-present
Global HR Management	Undergraduate	Rutgers University	2015-present
Introduction to HR Management	Undergraduate	Rutgers University	2014-present
Organizational Behavior	Graduate	Rutgers University	2014-present
Organizations and the Business Environment (Online)	Graduate	University of Roehampton	2015
HR as a Strategic Business Partner (Online)	Graduate	University of Roehampton	2014
HR Consulting	Graduate	University of Cincinnati	2014
Foundations of Leadership	Undergraduate	University of Cincinnati	2014
International HR Management	Graduate	University of Cincinnati	2014
International HRM	Undergraduate	University of Cincinnati	2014
Economics of HR	Graduate	University of Cincinnati	2014
Staffing Organizations	Graduate	University of Cincinnati	2013
Introduction to HR Management	Undergraduate	University of Cincinnati	2013
Individual Behavior in the Workplace	Graduate	University of Cincinnati	2013
Introduction to HR Management	Undergraduate	University of Leeds	2011/2012
Economic Institutions	Undergraduate	University of Leeds	2011
Contemporary Industrial Relations	Undergraduate	University of Leeds	2010/2011
Business and Society	Undergraduate	University of Leeds	2011
Management Research Practice	Undergraduate	University of Leeds	2010/2011
Critical Management Studies	Undergraduate	University of York	2010
Labor Economics	Undergraduate	University of Leeds	2010
Management, Work, and Organization	Undergraduate	University of Leeds	2009

Organization of Business	Undergraduate	University of Leeds	2009
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EXECUTIVE & PROFESSIONAL TRAINING*PUBLIC SPEECHES

Activity/Title	Role	Institute/Division	Year
Designing the Online HR Excellence Program	Subject-Matter Expert& Instructional Designer	Executive & Professional Education – SMLR	2017
<i>The program includes ten modules: Job Design & Job analysis, Workforce Planning, Recruitment, Selection, Training & Development, Performance Management, Compensation Management, Employee Incentives, Employee Benefits & Safety, and Employee Relations.</i>			
Delivering a Talk to HR professionals at the SHRM-Central NJ Chapter February meeting.	Keynote Speaker	SHRM-Central NJ Chapter	2019
<i>Title: HI-B Visa: “Process, Facts, Trends & Future Challenges.”</i>			
Delivering one-day training to HR professionals enrolled in the “HR at the Crossroad: Navigating the Evolving Digital Landscape and the Future of Work” Program.	Trainer	Center for HR and Leadership Development - SMLR	2018
<i>Title: “Digital HR – Artificial Intelligence’s Impact on the Workplace, HR Profession, and HR Practices”.</i>			
Delivering customized training to officials from the Department of Human Resources and Social Security in Shanxi Province, China.	Trainer	Rutgers Global-Professional Education and Training Programs.	2018
<i>Title: “International Workforce Planning and Staffing: How Multinational Enterprises do it?”</i>			
Delivering customized training to HR professionals and executives at Bristol-Myers Squibb.	Trainer	Center for HR and Leadership Development - SMLR	2018
<i>Title: “The impact of artificial intelligence on the future of work and HR.”</i>			
Delivering a Talk to HR professionals at the SHRM-Central NJ Chapter April meeting.	Keynote Speaker	SHRM-Central NJ Chapter	2018
<i>Title: “Contemporary and future challenges for workforce planning: What HR professionals might expect and how to react?”</i>			

PUBLICATIONS

Authors	Title	Type	Publisher	Year
Hosseingholizadeh, R. El-Farr, H. Mahdi, S.E.K.	Optimizing Knowledge-Work through Personal Knowledge Management: The Role of Individual Knowledge-Workers’ Motivation, Ability, and opportunity. In the Handbook of Research on the Evolution of IT and the Rise of E-Society	Book Chapter	IGI Global	2018
Hosseingholizadeh, R. Mahdi, S.E.K. El-Farr, H.	The Role of Motivation, Ability, and Opportunity in Achieving Effective Knowledge-Work: Knowledge Work and MAO	Refereed Journal Article	International Journal of Knowledge Management	2016
El-Farr, H.	Aligning human resource management to knowledge management within the UK management consulting sector	Ph.D. Thesis	University of Leeds	2012
El-Farr, H.	Linking performance appraisal to knowledge management activities in the management consultancy sector in the UK	Refereed Conference Paper	British Academy of Management Conference	2011
El-Farr, H. Messarra, L.C. Karkoulian, S.	The effect of physical structure on working and personal behaviour: an investigative case study at an educational institution	Refereed Journal Article	Journal of Academy of Business and Economics	2009
El-Farr, H.	Knowledge work and workers: a critical literature review	Refereed Working Paper	Leeds University Business School	2008
El-Farr, H.	The middle management: essential to preserve	Magazine	International	2008

	skills and administrative knowledge	Article	Economics	
El-Farr, H.	The knowledge worker: the essential success factor in the knowledge economy	Magazine	International	2008
El-Farr, H.	The sustainable need for training and re-training	Magazine	International	2008
		Article	Economics	
El-Farr, H.	The knowledge economy: a challenge facing the Arab World	Magazine	International	2008
		Article	Economics	

WORK-IN-PROGRESS PUBLICATIONS

Title	Publication Type
Assessing current and future trends of international students in the United States of America	Policy Report or Trade Article
How Human Resource Practices Support Knowledge Management Strategies?	Refereed Journal Article
Knowledge Management Strategies: Drivers, Mechanisms, and Facets	Refereed Journal Article
Why Knowledge Management Strategies Coexist?	Refereed Journal Article
Pay Gaps among Expatriates in the Gulf Cooperation Countries	Refereed Journal/Trade Articles

SELECTED CONFERENCES

Contribution/Title	Participation Method	Host	Year
Linking performance appraisal to knowledge management activities in the management consultancy sector in the UK	Developmental paper Presentation	British Academy of Management	2011
Links between performance appraisal and knowledge management: potentials and evidence from the management consultancy sector in the UK	Abstract Presentation	European Sociological Association	2011
Human resource management in knowledge management	Abstract Poster	Leeds University Business School	2008/2009
Overcoming knowledge management barriers and implementation problems through human resource management practices	Presentation Poster	Centre for Employment Relations Innovation & Change	2008
Diversity, Inclusion and Representativeness: Challenges for the Professions	Attendance	Economic and Social Research Council	2009
Contemporary Employment Relations Issues – Seminar Series	Attendance	Centre of Employment Relations, Innovation & Change	2007-2012
Contemporary Business Issues – Seminar Series	Attendance	Leeds University Business School	2007-2012

SELECTED TRAINING

Subject	Provider	Year
Training for Campus Advisors	Rutgers University, Office of Student Conduct	2017/18
Seventh Annual Rutgers Online and Hybrid Learning Conference	Rutgers University, Division of Continuing Studies	2016
Sixth Annual Rutgers Online and Hybrid Learning Conference	Rutgers University, Division of Continuing Studies	2015
Adapting Sakai to your Syllabus	Rutgers University, Office of Instructional & Research Technology,	2014
Introduction to Sakai	Rutgers University, Office of Instructional & Research Technology,	2014
Faculty Training in Online Learning – Management Program	Online, Laureate Online Education/University of Roehampton	2014
Online Learning Environment Orientation Course	Online, Scholar Exchange	2014
Blackboard Learning Management System	University of Cincinnati, Center for Enhancement of Teaching & Learning	2013
The Teaching Syllabus	University of Cincinnati, Center for Enhancement of Teaching & Learning	2013
Writing Strategies for Publication	University of Cincinnati, Center for Enhancement of Teaching & Learning	2013
Active Learning for Large Enrollment Courses	University of Cincinnati, Center for Enhancement of Teaching & Learning	2013

Using Nvivo (Fundamentals and Advanced)	University of Leeds, Information Systems Services	2008/10
Research methods - using SPSS (Factor analysis and ANOVA testing)	University of Leeds, Information Systems Services	2009
Interview skills for research staff: tips and practice	University of Leeds, Career Centre	2008
Critical Realism in Action Workshop	University of Leeds, Northern Advanced Research Training Initiative	2008
Industry Studies and Structured Comparative Case Methodology Workshop	University of Manchester Business School, Northern Advanced Research Training Initiative	2008
Working with MS Word to produce Transfer Reports, Thesis and other Long Documents	University of Leeds, Information Systems Services	2008
Using Excel for Research Data (Fundamentals, Intermediate, Advanced)	University of Leeds, Information Systems Services	2008
Speed Reading and Mind Mapping	University of Leeds, Staff and Departmental Development Unit	2008
Critical Management Studies Research	York Management School, Northern Advanced Research Training Initiative	2008
Time Management during Research	University of Leeds – Staff and Departmental Development Unit	2008
Effective and Learning Methods in Small Groups	University of Leeds – Staff and Departmental Development Unit	2007
Use of Endnote Software	Leeds University Business School	2007
Assessing Student Work	University of Leeds – Staff and Departmental Development Unit	2007
Quantitative Data Analysis (Descriptive & Inferential)	Leeds University Business School	2007
Qualitative Data Analysis	Leeds University Business School	2007

PROFESSIONAL MEMBERSHIPS & EDITORIAL ROLES

Institute	Year
Academy of Management	2014-present
Society for Human Resource Management	2006-2007, 2014-present
Editorial Board Member at the Knowledge and Performance Management Journal	2017-present
Center for Global Work and Employment at the School of Management and Labor Relations	2018-present
Ad hoc Peer Reviewer for several journals such as Compensation & Benefits Review and Journal of Ethnic and Migration Studies	2016-present
Conducted Book revisions for the following textbooks:	2015-2017
➤ Phillips, J.M. & Gully, S.M. (2015). Strategic Staffing. Third Edition. Hoboken, New Jersey: Pearson Education.	
➤ Tarique, I., Briscoe, D. and Schuler, R. (2016). International Human Resource Management: Policies and Practices for Multinational Enterprises. Fifth Edition. New York, New York: Routledge.	
➤ Tarique, I., Briscoe, D. and Schuler, R. (2012). International Human Resource Management: Policies and Practices for Multinational Enterprises. Fourth Edition. New York, New York: Routledge.	
Centre for Employment Relations Innovation & Change – University of Leeds	2007-2012
British Academy of Management	2007-2012

ADDITIONAL RELEVANT KNOWLEDGE & SKILLS

Languages	Fluent in English and Arabic (various dialects).
Communication Skills	Robust written and verbal communication skills and the ability to customize based on the audience.
Computer Literacy	Proficient in various Learning Management Systems (Sakai, Canvas, eCollege, Blackboard), HR information systems, Statistical software, Qualitative data analysis systems, Oracle databases. Proficient in SPSS, Endnote, Nvivo, Word, Excel, PowerPoint
Business Knowledge	Robust knowledge of strategic management, accounting, finance, marketing, project management, and operations management.
Professional Engagement	Continuous effort to keep up-to-date in the fields of HR and management, demonstrated in continuous memberships at the Academy of Management and Society for Human Resource Management, in addition to regularly attending conferences and reading recent trade and academic articles in my field. Also, I ensure continuous contact with HR professionals & executives and conduct site visits to organizations.

Research Skills	Robust research skills (both quantitative and qualitative); demonstrated through various publications focusing on the role of HR in supporting knowledge management activities, knowledge work and workers, and knowledge economy. Moreover, I am on the editorial board of the Knowledge and Performance Management Journal, in addition to providing reviews on academic books and journal articles, in journals such as Compensation & Benefits Review and Journal of Ethnic and Migration Studies.
Comparative Knowledge of National Cultures and Markets	In-depth knowledge of the cultures and markets of the United States of America, the Middle East region and the United Kingdom, and well acquainted with various Asian, European and African countries.
Comparative Knowledge of various Industries	Robust knowledge of the HR and business practices in retail, hospitality, management consulting, trade and higher education.
Economics	Good knowledge of macroeconomics, microeconomics and economic theories, policies, and practices.
International Labor Law	Good knowledge of International labor standards and laws. Good knowledge of Labor standards and laws in various regions and countries.
Organizational Behavior	Robust knowledge of various organizational behavior issues at the individual, team and organizational levels. Special interest in various generational traits, leadership style, conflict management, team management, organizational change (cultural and structural), personality traits.
Comparative Knowledge of various Religions	Robust knowledge of religious ideologies, denomination differences, country practices, norms, and behaviors, especially when it comes to Christianity and Islam, in addition to having good knowledge of Judaism and various non-Abrahamic religions.
Comparative Knowledge of Political Ideologies and Systems	Robust knowledge of various political ideologies in various regions and countries. Good knowledge of how political systems work in various regions and countries.

PERSONAL CHARACTERISTICS & VALUES

High Integrity	Results-Focused	Hardworking	High Ability to Learn
Team Builder & Player	Change Agent	Mature	Conscientious
Individual Contributor	High Negotiation Skills	High-Risk Assessment Skills	Critical & Analytic Thinker
Modest	Reliable	High Professionalism	Outgoing
Compassionate	Openness	Adaptable	Agreeable

VOLUNTEER ACTIVITIES*COMMUNITY ENGAGEMENT

- Member of the St. Stephen's Orthodox Church, South Plainfield, NJ, 2014-present.
- Member of the St. George Antiochian Orthodox Church of Boston, MA, 2012-2014.
- Student representative of the Business School / AUB - Senior Class, 2000-2001.
- Active Member of the Business School Society / AUB, 2000-2001.
- Leading the night school initiative at the Civic Welfare League (delivering English and literacy classes for the AUB Staff) / AUB, 1998-2001.
- Volunteer English and Mathematics teacher for the refugee camps in Lebanon, 2000.
- Volunteer Inventory Manager of a refugee camp warehouse during the war, 1996.
- First Aid Certificate, Lebanese Red Cross, 1998.
- Active Member of the Scout Association of Lebanon (Leader of the Rovers group) / 1990-1999.

References are provided upon request.