

GASSER MAHMOUD ELHARIRY

HR GENERALIST | HR TRAINER
(TOT CERTIFIED | HR ADVANCED DIPLOMA)



Manama, Kingdom of Bahrain

About Me

- Results-driven HR Generalist and HR Trainer with extensive experience in recruitment, employee relations, performance management, and HR policy compliance. Adept at developing and delivering impactful training programs that enhance workforce productivity and organizational success. Proven expertise in talent acquisition, HR strategy implementation, and corporate training. Strong background in HR administration, leadership development, and industrial safety training. Committed to fostering a positive work environment and ensuring HR best practices align with business goals.

Experience

- **HR Generalist**
- **Al Borg Medical Laboratories Group, Bahrain | July 2016 – Present**
- Managing full-cycle recruitment, from job posting to candidate onboarding.
- Resolving employee relations issues and ensuring compliance with HR policies.
- Overseeing benefits administration, payroll coordination, and performance reviews.
- Conducting training sessions to enhance employee development and engagement.
- **Achievements:**
- Developed structured training programs improving employee performance.
- Implemented HR process improvements that streamlined recruitment and retention.

- **Freelance Industrial Safety Trainer**
- **Dallah Human Skills Co., Saudi Arabia, Jubail | Jan 2014 – Jun 2016**
- Delivered industrial safety courses for major companies, including SAR Co. and Sabic Co.
- Designed and implemented safety training programs, ensuring compliance with regulations.
- **Achievements:**
- Enhanced safety awareness among employees, reducing workplace incidents.
- Developed comprehensive training materials tailored to industry standards.

- **Colonel Engineer – Egyptian Air Defense Forces**
- **Egypt | Jul 1993 – Jun 2013**
- Managed radar operations and maintenance, including overseas training in England.
- Led a battalion, overseeing 120 personnel, their training, and operational effectiveness.
- **Achievements:**
- Successfully trained and managed personnel, improving operational efficiency.
- Implemented strategic radar operations enhancing national security measures.

Key Skills

- Recruitment & Talent Acquisition
 - Employee Relations & Conflict Resolution
 - Performance Management & HR Policies
 - Training & Development
 - Compensation & Benefits Administration
 - HR Compliance & Labor Law
 - Leadership & Organizational Development
 - Workplace Safety & Risk Management
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Key Highlights

- Over 8 years of experience in HR generalist functions and employee training.
 - Specialized in developing HR policies and strategic workforce planning.
 - Strong background in industrial safety training and compliance.
 - Adept at integrating HR solutions that align with business growth strategies.
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Career Goals

- To contribute strategic HR expertise to enhance organizational effectiveness.
 - To design and implement training programs that empower employees.
 - To drive innovative HR initiatives that support business growth and employee engagement.
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Education

- Bachelor of Electrical Engineering – Alexandria University, Egypt
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Certifications & Training

- Human Resources Advanced Diploma (Certified by Egycham, HRCI, SHRM)
 - Training of Trainers (TOT) Diploma (Certified by Egycham, SHRM)
 - Certificate in Leadership & Coaching (Certified by HRCI, SHRM)
 - Professional Diploma in HR (Certified by Egycham, HRCI, SHRM)
 - Graphic Design & 3D Max Certification (Photoshop, Illustrator, AutoCAD, 3DS Max)
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Languages

- Arabic – Native
- English – Advanced