

Deena Alabbas

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Strategic and results driven **Senior HR Advisor & Team Lead** with 8+ years of experience in managing Learning, organizational development and talent management programs. Equipped with a record of success in building creative and competent HR solutions meeting the needs of clients across regions and business lines. Recognized as a mobilizing force for leading multi-disciplinary teams while building collaborative relationships with clients, subject matter experts and stakeholders.

Experience

Senior HR Advisor and Team Lead 2021 to Present
ESDC Human Resource Services Branch, Montreal

- Supervise and deliver HR programs impacting 40,000+ employees across cultures and regions.
- Plan, implement and evaluate HR programs and policies that align with the organization's strategy and vision.
- Oversee a team of HR specialists and manage all aspects of a project's Life Cycle – assess the need, consult with partners and SMEs, create the strategy, design and execute the plan, pilot, launch and evaluate.
- Foster a strong learning culture by leading onboarding initiatives, talent management programs and developing trainings in compliance, leadership and change management.
- Guide and support partners and stakeholders and provide strategic direction and recommendations to senior management in HR matters.
- Capture, analyze and report on assessment rates to continuously improve the relevance and effectiveness of our programs.

HR Advisor – Learning and Development 2018 to 2021
ESDC Human Resource Services Branch, Montreal

- Analyze the organizational learning need and identify existing gaps.
- Propose solutions based on objectives, resources, and timeframes.
- Develop a learning strategy based on the learning needs analysis.
- Participate in HR wide committees and initiatives across disciplines including onboarding strategies and initiatives, organizational development, talent management, L&D: Leadership and employee developmental programs, safe and inclusive workplaces, modern workplace design, hybrid workplace etc.
- Lead projects across cultures and languages in English and French.
- Design learning products and deliver train the trainer sessions across business lines.

Highlights

- +8 years in Human Resources
- +16 years building partnerships with internal and external stakeholders
- Leading projects with an Agile framework and the Scrum methodology
- Strong Ability to lead and motivate staff in-person and virtually

Education

Master's in Leadership in Education
McGill University 2009

Bachelor of Arts in English Literature
Concordia University 2006

Languages

Fluent in:

- English (Native)
- Arabic (Native)
- French (Bilingual)

Technical Skills

Microsoft Office: Word, PowerPoint, Excel, Outlook, Teams.

Experience (cont.)

Funding Projects Manager 2016 to 2018
ESDC, Service Canada, Montreal

- Apply program policies and directives to funding applications.
- Negotiate and manage project funding agreements, commit funds and ensure targets, milestones and timelines are met
- Ensure financial stewardship through the responsible use of funds.
- Capture and report on project results.
- Partake in HR initiatives including representing the department at job fairs, contributing to the hiring of new talent i.e., reviewing CVs, conducting interviews and reference checks etc.

Government Services Specialist 2009 to 2015
ESDC, Service Canada, Montreal

- Counsel clients on Employment Insurance and passport procedures.
- Interpret and implement the Employment Insurance (EI) legislation and regulations.
- Process EI and Passport applications.
- Investigate applications through interviews and solve inconsistencies.
- Clearly identifying the EI laws and regulations implemented.

Program Coordinator 2006 to 2009
McGill University (Continuing Education), Montreal

- Contribute to the design, delivery and development of training programs and special projects.
- Collaborate with internal departments and experts to ensure accurate content in learning tools.
- Respond to inquiries from management, staff and students on all programs and courses.
- Establish key contacts in related industries and maintain professional working relationships with participants and stakeholders.
- Conduct course and program evaluation reports.
- Provide advice and guidance to management on program structure and delivery.

Teaching Assistant 2007 to 2008
McGill University (Department of Education), Montreal

- Attend classes and lead small group discussions.
- Preparation of course materials and marking of assignments and final projects.
- Holding office hours for consultation with students.

Volunteer Activities

Member of the Board of Directors
The AMAL Center 2012-2015

- Participate in discussions and decision-making process at Board of Directors' meetings.
- Ensure that services are provided in accordance to the organization's mission and vision.
- Manage the center's HR initiatives.
- Conduct interviews, employee performance reviews, and staff meetings.
- Oversee the Learning and development, organizational development and talent management initiatives of the organization. .
- Assist in the development and delivery of presentations to donors, stakeholders and the public.