**Maged Ibrahim Abdulkader**

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**Vision:**

To find a challenging position to meet my competencies, capabilities, skills, education and experience

**PERSONAL INFORMATION:**

 **Date of Birth:** 16 July 1985  **Place of Birth:** Tanta -Egypt **Citizenship:** Egyptian **Gender:** Male

 **Marital Status:** Married

 **Military service:** Exempt

**CAREER OBJECTIVE:**

Joining a multinational & reputable entity in order to acquire the standard of excellence that matches with my experience targeting the field of human Resources.

A dedicated career oriented in addition to sincere devotion and loyalty

**EMPLOYMENT HISTORY:**

Jan 2014……. Currently

 HR Section Head - FMCG Division at **Senyorita for Food Industries – Americana**

Main duties & Responsibilities:

**Recruitment & Selection:**

- Assisting in developing annual recruitment plan according to recruitment needs and manpower plan.

- Source, screen and recommend candidates for Employment and conduct new employee orientation.

- Following up the fulfillment recruitment needs.

- Identify the exit interview appointments and Follow up the exit interview analysis

**Organization Development:**

- Developing and updating organizational structures and manpower plans

**Talent Management:**
- Lead the Talent Management process for plant
- Work closely with plant leadership team, Plant Manager for retention, development, succession plan
- Coach the managers on talent management processes

**Performance Management system:**

- Ensure a Fair Performance System

-Train Managers on the Performance System

-Manage Relationship Between Employee and Manager

-Record and Store Performance Reviews

**Employee Engagement:**

- Demonstrates positive two-way communications, fair and consistent administration of company policy and procedures, responsiveness to employee concerns and problems.
- Maintains employee morale, productive workforce, and Business Unit/Company expectations.
- Coaches and counsels each employee for job and career direction.
- Organizing employee engagement activities and new initiatives for employee engagement and motivation

**Training & Development:**

- Providing hand to department for ensuring competency development by providing, training, to employees in a systematic way those are
- Induction Training courses for New employees
- Preparation TNA.
- Preparation of training calendar according to the Development plant and track the development plan for all employee

January 2012……. December 2013

Senior HR Business Partner - FMCG Division at **Senyorita for Food Industries – Americana**

Feb 2009……. December 2011

HR Coordinator - FMCG Division at **Senyorita for Food Industries – Americana**

processes affect design decisions. As a designer here, I w

**Key skills and experiences:**

* **Selection, Recruiting, and Placement Managers** good judge of character; tact; self-confidence; excellent verbal and presentation skills; ability to sell the organization and make cold calls; ability to build a network of relationships within the organization as well as with other organizations and prospective employees.
* **Development and Training Specialists** excellent interpersonal and verbal skills; good writing skills; good sense of humor; imagination; leading edge knowledge in training areas; understanding of the organization's future knowledge needs.
* **Compensation and Benefits Specialist**s strong quantitative and analytical skills; knowledge of statistics and ability to communicate the meaning of the numbers in plain English; verbal skills; comprehensive understanding of how the whole organization works; knowledge of local, state, and federal laws and regulations concerning areas such as comparable worth, fair labor standards, and affirmative action.
* **Employee Relations and Labor** Specialists integrity; sense of fairness; ability to converse comfortably with people of all education levels; communication skills; negotiation skills.
* **Health, Safety, and Security Specialists** excellent attention to detail; honesty; communication skills; knowledge of the various local, state, and federal laws and regulatory agencies dealing with health, safety, and security.
* **Sales management**, both in direct and indirect sales teams. Consistent sales growth, through well planned and managed sales strategies.
* **Marketing management** planning and executing local marketing-actions to boost sales.
* **Development and enhancement** of sales and marketing processes and tools investment management.

**EDUCATION:**

* Faculty of Commerce.
* University of Helwan, Egypt.

**LANGUAGES:**

* Arabic Fluent (Mother Tongue)
* English Good

**Computer skills:**

* Good user for MS-Office Full Package (Word, Excel, PowerPoint, Outlook)
* Good User for ORACLE HRIS
* Good user for Software & Hardware

**Certificates:**

* HR Diploma at Brilliance Business School.
* DDI certificate Americana Egypt.
* HR College Program at Americana Egypt.
* TOT at New Horizons Center.
* Performance Management at New Horizons Center.
* Labor And Social Insurance Law Program at Egyptian Trade Union Federation
* Change Management at New Horizons Center
* HR business Partner at hpa Center .

**Reference Furnished upon Request**

**With many thanks…**