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| **PERSONAL INFORMATION** |  **Ahmed** **Ahmed.368074@2freemail.com** |
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| D:\ahmed Mahmoud\Ahmed Mohamed.jpg | **UAE – AL AIN City – EL KHOBESY Region** |
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| **MALE** |
| **Date of Birth : 03/03/1986** |
| **Nationality:** ***EGYPTIAN*** |

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| **Education** | ***-Bachelor of Commerce******Political Science*** ***Suez Canal University(2012)*** |

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| **Certificates:** |
| **- Business Communication****Canadian Traing Center****Of Human Development.****Dr Ibrahim Elfiky In 2008****- Professional HR Work shop****American University In Cairo 2015** |

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| **JOB APPLIED FOR****POSITION** | **Human Resource Management ( 2012 – 2016 )****Medical Representative (2010 – 2012 )** |

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| **WORK EXPERIENCE** | **-4 Years In Human Resource Mangment at Pharmacy Chain.****-2 years Medical Represntative at Multi Pharm pharmaceutical institution** |

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| **Description****Description** | **\*Provide high level HR consultation and support to division customers, specifically in the areas of: Organizational & Employee Development, Workforce Planning and Strategic Staffing, Employee Relations, Labor Relations, Compensation & Total Rewards.** **\*Actively partner with division management and supervisors to ensure HR needs are met and/or addressed.** **\*Partner with the Recruitment Team to ensure customers’ recruitment needs are met in a streamlined manner.** **\*Lead or support change initiatives within the divisions and ensure action and communication plans are clearly defined.****\*Partner with other HR and operational subject matter experts as needed.****\*Oversee regular HR activities, such as Pharmacist and Doctors case preparation, employee appointments, hire only process, annual performance reviews, annual salary process, etc.** **\*Provide guidance and interpretation of complex policy and collective bargaining agreements to employees and supervisors.** **\*Lend expertise on employee relations activities, including performance management, progressive discipline, investigations, managing complex medical leaves, and reduction in force.** **\*Seek consultation from the HR Field Manager and Employee/Labor Relations staff to ensure issues are handled appropriately and consistent with Lab wide standards/precedence.** **\*Serve as a work lead or supervise other HR staff. Delegate and ensure quality of work, accuracy and timely delivery of HR services. Provide performance feedback to HR staff (or if a work lead, provide feedback to the supervisor).** |
|  **Company** | **DR. HEBA ALLAH ALI Pharmacy Chain** **Multi Pharm Company** |

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| **Mother tongue(s**) |  ARABIC |
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| **Other language(s)** | UNDERSTANDING  | SPEAKING  | WRITING  |
| Listening  | Reading  | Spoken interaction  | Spoken production  |  |
| **ENGLISH** | **excellent** | **excellent** | **excellent** | **excellen**t | **excellent** |
|  | ENGLISH |

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| **Communication skills** |  **• Customer focused with problem solving mindset, Planning and prioritizing skills** **• Excellent interpersonal, communication and presentation skills.** **• Energetic, self-motivated and pro-active attitude** **• Personal Integrity** , • |

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| **Computer skills** | * **Very Good**
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| **Driving licenses** | **Private driving license (EGYPT)** |