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| **PERSONAL INFORMATION** | **Ahmed**  [**Ahmed.368074@2freemail.com**](mailto: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***](javascript:void(0)) |

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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** |
| **Driving licenses** | **Private driving license (EGYPT)** |