

Abanoub Maged

HUMAN RESOURCES Manager

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Date of Birth: October 1, 1991.

Marital status: Married.

Military status: Exempted.

Professional Summary

Strategic HR Business Partner & HR Manager with 12+ years of experience across Egypt, UAE, and KSA. Specialized in building HR functions from the ground up, designing organizational structures, and leading workforce planning aligned with business objectives. Proven track record of establishing HR governance frameworks, developing performance systems, and advising senior leadership on people-related decisions. Strong background in HR analytics, labor regulation compliance, and multi-country HR operations.

Core Competencies

HR Strategy & Organizational Leadership | Workforce Planning & Talent Acquisition | Organizational Development Performance Management Systems | Compensation, Benefits & Payroll Governance | Employee Engagement & Culture Development | HR Policy Design | Labor Law Compliance | HR Analytics, Reporting & HRIS

Professional Experience

BWR- Buffalo Wings & Rings – Egypt | HR Manager

March 2023 - Present

- Owning the HR strategy for 2 branches and a workforce of 100+ employees, working closely with the General Manager and Operations leadership on workforce planning and organizational direction.
- Designed and established the HR department from scratch, including HR policies, job architecture, workflows, performance guidelines, and internal communication structure.
- Supervising, coaching, and developing the HR team, ensuring HR capability building and alignment with business performance standards.
- Driving all people's decisions, including recruitment prioritization, selection approvals, disciplinary actions, promotions, and salary review logic.
- Leading full-cycle recruitment across operations (FOH & BOH) and head-office roles, building stable staffing pipelines to support business continuity.
- Owning payroll governance and compensation administration, ensuring compliance, cost control, and transparency across branches.
- Defining and implementing the performance management cycle, coaching supervisors and managers on proper feedback and performance tracking practices.
- Leading culture-building and onboarding experiences, improving employee adaptation, and reducing early turnover.

Key Achievements

- Built the HR function and systems from zero, transforming HR from administrative support into a strategic partner.

- Established the company's social insurance file from scratch and resolved outstanding compliance issues, ensuring full alignment with Egyptian labor & social insurance regulations.
- Eliminated previous legal exposures related to misclassification and non-compliance.
- Achieved full alignment with Egyptian labor & social insurance regulations.

AFFSQUARE – Egypt & UAE | HR Business Partner (Acting HR Manager)

July 2022 – March 2023

- Owned and led the HR strategy across Egypt and UAE offices, working directly with the CEO on organization structure, workforce planning, and people roadmap.
- Designed and built the HR department from the ground up, including HR policies, job grading, performance management cycle, and onboarding models.
- Made hiring decisions and led recruitment across business units (70+ hires total), building a sustainable talent pipeline.
- Developed HR dashboards and workforce analytics for CEO reporting, supporting strategic and workforce planning decisions.
- Shaped compensation, payroll governance, and benefits programs, ensuring fairness, internal alignment, and competitive positioning in the market.
- Drove employee relations and culture-building initiatives, influencing leadership behavior and improving retention and engagement.
- Represented the company with banks, government entities, and corporate services while establishing the Dubai branch legally and operationally.
- Led HR data & reporting to support executive decision-making and quarterly business performance reviews.

Key Achievements

- Launched the Dubai branch HR & operational structure end-to-end, from company formation to staffing and compliance.
- Strengthened employer branding and communication channels, contributing to lower turnover and higher employee stability.
- Elevated HR from a support function to a decision-making partner in business planning and organizational development.

Everlast Wellness Medical Center – Abu Dhabi | Senior HR Generalist

Apr 2021 – Jul 2022

- Managed full-cycle payroll, personnel, contracts, EOS, and HR documentation, ensuring accuracy and compliance with UAE labor law.
- Reduced time-to-hire by improving sourcing strategies and implementing structured interview evaluation.
- Designed and standardized organizational structure, job roles, workflows, and reporting lines, improving role clarity and department coordination.
- Developed and launched a complete onboarding program improving new hire integration, training consistency, and cultural alignment.
- Resolved employee relations matters through formal investigations, documentation, and corrective action aligned with HR policies.

Key Achievements

- Built a full structured onboarding and orientation system from scratch.
- Improved payroll and data workflows, reducing processing time and administrative load.
- Strengthened internal communication and department role clarity through structured OD initiatives.

UMANO HR Consulting – Riyadh, KSA | Senior HR & Operations

May 2018 – Mar 2021

- Recruited across IT, Engineering, Sales, and corporate roles, building a strong candidate pipeline and reducing time-to-hire.
- Managed employment lifecycle processes, including contracts, promotions, transfers, and offboarding.
- Supported payroll, attendance, and personnel compliance across internal and outsourced teams.

Key Achievement

- Built a sustainable recruitment pipeline that maintained staffing continuity during high-demand periods.

All Media Marketing Agency – Cairo | HR Generalist

Jan 2017 – Apr 2018

- Handled end-to-end recruitment averaging ~6 hires per month.
- Managed personnel files, social insurance, and attendance processes.
- Developed a manual payroll support system using Excel.

Omega Porcelain & Ceramics – Cairo | HR Personnel Specialist

Jun 2013 – Dec 2016

- Maintained employee records, attendance logs, and insurance documentation.
- Supported payroll preparation and compliance documentation.
- Implemented a coded archiving system, improving document retrieval efficiency.

Education

- B.Sc. Management Information Systems – Higher Institute for Specialized Technological Studies, 2012

Certifications

- Advanced HR Diploma (HRCI Accredited) – Winners Advisory
- Oracle E-Business Suite HRMS (R12) – Emak Academy

Languages

- **Arabic:** Native
- **English:** Very Good

Key Business Contributions

- Launched UAE branch HR operations and ensured full legal labor compliance.
- Built scalable HR frameworks, including policies, performance management, and job structure.
- Strengthened employer branding, resulting in improved employee retention.
- Designed workforce planning models aligned with business growth strategies.