

Ahmed Mohammed

GENERAL INFO

Full Name: Ahmed Tareq Mohammed
Date of Birth: 24th of August 1993
Nationality: Egypt
Marital Status: Married
Location: Hadayek Alkobba, Cairo, Egypt



CONTACT INFO

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PROFESSIONAL EXPERIENCE

Jan 2026 to Present
(3 months)

Hr Manager at Emperial EG Construction Cairo, Egypt

Industry: Construction - Residential & Commercial/Office, Construction - Industrial Facilities and Infrastructure

Company Size: 101-500 employees

Led HR operations for 150+ employees across multiple sites, ensuring workforce efficiency and cost Control

Developed workforce planning strategy, reducing manpower gaps

Built and implemented Performance Management System

(Balance Score Card) across departments

Designed organisational structure and authority matrix, reducing role conflicts

Reduced recruitment cycle time by 25% through process optimization

Improved payroll and personnel accuracy to 99%+, ensuring timely salary processing.

Developed HR policies and SOPs from scratch, improving compliance and operational consistency

Nov 2025 to Feb 2026
(3 months)

Talent Acquisition & OD Section Head at MEP Construction Cairo, Egypt

Industry: Construction - Industrial Facilities and Infrastructure, Construction - Residential & Commercial/Office, Engineering Services

Company Size: 101-500 employees

Led manpower planning aligned with project timelines

Improved hiring quality by 20% using data-driven recruitment methods

Built strong talent pipelines for engineering and technical roles.

Monitor recruitment metrics such as time-to-fill, quality of hire, and cost-per-hire, and implement improvements

Designed and implemented KPIs across all levels, improving performance tracking by 35%

Reduced employee turnover Rate through targeted retention strategies

Built succession planning framework identifying high-potential employees

- Mar 2025 to Nov 2025
(8 months) **Workforce & performance management Team Leader at Square Engineering Firm**
Industry: Construction - Residential & Commercial/Office, Construction - Industrial Facilities and Infrastructure
Company Size: More than 1000 employees
Managed workforce planning and performance systems for 1000+ employees
Reduced manpower cost inefficiencies by 10–15%
Conduct workload analysis and manpower planning to ensure that the company has the right number of employees with the right skills in the right roles.
Led performance appraisal cycles achieving 100% completion rate
Design and develop Key Performance Indicators (KPIs) to align individual and organizational goals, ensuring they are measurable, actionable, and contribute to achieving strategic objectives.
Manage the process of employee contract renewals, ensuring compliance with performance standards and organizational needs
- Jul 2024 to Feb 2025
(7 months) **Human Resource Business Partner at Madkour Epc**
Cairo, Egypt
Industry: Engineering Services, Construction - Industrial Facilities and Infrastructure, Energy and Utilities
Company Size: 501-1000 employees
Collaborate with leadership to develop HR strategies that support business objectives and drive organizational effectiveness.
Acting as vocal point between the Company and HR team and supporting Operation , OD & Talent Acquisition issues.
Collaborate with hiring managers to set qualification criteria for future employees
Conduct exit interviews and making exit Interview data analysis
Preparing monthly reports included the recruitment status reports, open vacancies, time to fill, offer acceptance rate, turnover report, source of hire, selection rate, vacancies completion rate, Yield ratio reports, sourcing channel cost
Support performance appraisal processes, provide coaching to managers, and ensure alignment with business goals.
Identify training needs and coordinate employee development programs to enhance skills and career growth.
Ensure compliance with labor laws and regulations. Develop and communicate HR policies and procedures.
- Oct 2022 to Jul 2024
(1 year and 9 months) **Talent Acquisition & Manpower planning supervisor at Redcon Spain**
Cairo, Egypt
Industry: Construction - Residential & Commercial/Office, Construction - Industrial Facilities and Infrastructure
Company Size: 501-1000 employees
Led Workforce planning aligned with project timelines
Managed recruitment for construction projects, hiring 100+ employees annually
Reduced hiring cycle time by 30%
Built strong talent pipelines for engineering and technical roles
Developing and negotiating job offers and proactively building Benchmark’s talent pipeline
Assessing candidate information, including resumes and contact details, using our Applicant Tracking System
Carrying on and handling any other relevant tasks related to this job profile
- Apr 2021 to Oct 2022
(1 year and 6 months) **Senior Talent Acquisition Specialist & Manpower Planning at Redcon Spain**
Cairo, Egypt
Industry: Construction - Residential & Commercial/Office. Company Size: 501-1000 employees
- Dec 2018 to Apr 2021
(2 years and 4 months) **Talent Acquisition Specialist at Redcon Spain**
Cairo, Egypt
Industry: Construction - Residential & Commercial/Office. Company Size: 501-1000 employees

Jul 2018 to Dec 2018 (5 months) **HR Generalist at AB Pharma**
Cairo, Egypt
Industry: Healthcare and Medical Services. Company Size: 11-50 employees

Dec 2016 to Jun 2018 (1 year and 6 months) **HR coordinator at Etcomed**
Cairo, Egypt
Industry: Healthcare and Medical Services. Company Size: 11-50 employees

EDUCATION

2017 **Technical Diploma in Human Resources Management**
American University in Cairo (AUC), Egypt
Overall Grade: Excellent
Studied Subjects: strategic management , Recruitment and Replacement , Training & Development , Compensation & Benefits , Employee Relation & Labor Law , HRIS

2013 - 2016 **BSC in philosophy**
Ain Shams University (ASU), Egypt
Overall Grade: Good

ACHIEVEMENTS

Built full HR system from scratch for construction company Implemented Balanced Scorecard (BSC) performance management system Managed workforce planning for 1000+ employees across multiple sites Reduced hiring cycle time by up to 30% Improved employee retention and engagement through data-driven HR strategies.

CERTIFICATES AND TRAININGS

Apr 2026 **Workload Analysis at Managopia**

Mar 2026 **HRCI professional in Human resources - LinkedIn Learning**

Jun 2025 **Implementing balanced scorecard with KPI's - LinkedIn Learning**

May 2025 **Using metrics to Drive HR Strategy at National Association of State Boards of Accountancy (NASBA)**

Jan 2025 **Strategic Workforce Planning - SHRM**

Nov 2024 **HR as a Strategic Business Partner - SHRM**

Sep 2024 **Onboarding New Hires as a Manager - LinkedIn Learning**

Sep 2024 **Generate AI in HR -SHRM**

Aug 2024 **Change Management - LinkedIn Learning**

Mar 2022 **Manpower planning and Workload analysis - Surge Consulting**

Feb 2022 **Talent Management & Assessment - Leaders Consulting & Training**

Mar 2019 **Egyptian labor law workshop - Egyptian council for training & Development**

Nov 2018 **Recruitment & selection workshop - Elements international**

Nov 2016 **Strategic Management Course - American university in Cairo**

Jul 2016 **Maturing Learners Intermediate Certificate - American university in Cairo**

Dec 2014 **Developing Learners Pre -Intermediate - American university in Cairo**

LANGUAGES

- English: Fluent.

SKILLS

- Expert in Team Leadership and HR Systems.
- Advanced in ATS, Talent acquisition, Consulting, Workforce Planning, Performance Management System, Interviewing and Communication.