

# MOHAMED SAWY

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## EDUCATION

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- Helwan University
- Faculty of commerce & business administration, Accounting Dept.
- Grade: **Good**

## CERTIFICATES:

- Professional **Train the Trainer** Diploma - **RITI**
- Professional **HRM** Diploma - **RITI**
- **Commercial Graduate Certificate Philip Morris international**
- **Freelance Accounting Instructor Oct 2006 – Till Present**
- **Freelance Soft skills Trainer** 2011- Till Present “#Participants 11,510 & Training Hrs. 4,920.”

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## HR Director

*Accomplished and integrity-driven professional with extensive experience in human resources, training and development, and compliance management within growth oriented organizations.*

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Significant background in managing all HR functions, including talent management, change management, strategies implementation, organizational development, retention, compensation & benefits management, and evaluation & assessment. Recognized for designing and implementing effective HR policies, procedures, and benefit programs to improve efficiency, profitability, competitive positioning, and operations across all organizational levels. Proven record in creating bottom line impact through targeted human capital initiatives aligned with emergent business strategies. Demonstrated success in developing or re-developing the HR department, reviewing company structure, and providing recommendations for improvements.

### Highlights of Expertise

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| • HR Policies & Procedures           | • Records & Workflow Management     |
| • HR Strategic & Succession Planning | • Training & Development            |
| • Talent Management                  | • Payroll Management                |
| • Performance Management             | • Recruiting & Hiring Practices     |
| • Compensation & Benefits Management | • Budget Management                 |
| • <b>Implementation HR ERP NEXT</b>  | • <b>Implementation HR ERP Odoo</b> |

## PROFESSIONAL EXPERIENCE:

July. 2025– Till Present

**WRK+ “People & culture Senior Manager “ # HC 190 “ Cairo Downtown”**



**WRK+** is a leading workspace ecosystem in Egypt, created through the merger of The GrEEK Campus and MQR, offering dynamic, innovation-driven environments that support collaboration, startups, and business expansion.

### Key Achievements and projects

- 1- Led HR digital transformation through ERP (Odo) implementation
- 2- Directed a full HR operations transformation and cleanup project
- 3- Designed the organizational structure, JDs, and KPIs across the company.
- 4- Finalized and rolled out the Performance Management System (PMS).
- 5- Developed and standardized company-wide HR policies and SOPs.
- 6- Established the organization’s bonus and incentive scheme.
- 7- Led employee engagement strategy and initiatives across the organization.
- 8- Managed and finalized the medical insurance program and vendor agreements.

April. 2023– July. 2025

**Alsharq Kaan Textile “Turkish-Egyptian organization” For weaving Carpet  
“HR and Administration Director “ # HC 800 “10th of Ramadan City”**



Kaantex is a market leader organization in weaving Soft flooring Carpet and “printing Carpet” Manufacturing

- 1- “Kaantex” for weaving Soft flooring Carpet Manufacturing” # HC 500
- 2- “Kaantex” for weaving Carpet & Printing Carpet Manufacturing” # HC 300

### Key Achievements and projects

1. Established whole HR functions from scratch.
2. Implemented HR ERP system “Odo”.
3. Structuring from scratch weaving Carpet & Printing Carpet Manufacturing” Sector
4. Designing and planning for Manpower planning Org. chart, JDs. KPIs”
5. Established organization Salary structure
6. Kaantex Academy to replacement Turkish Staff.
7. Kaantex policies and procedures
8. Admin cost reduction project

Feb. 2022 – April. 2023 **Elshaheen Group Foods** “El Obour city”

**“HR and Administration Director “ # HC 1500**



ELSheehan Group is a food trade company that was established in 1985 with Objective of being specialized in importing and distribution high quality of meat and chicken

- 1- “**Hanzada** for (distributing JBS products) # HC 700
- 2- **Three Chefs**” for Chicken and meat manufacturing # HC 800



### Key Achievements and projects

1. Preparation for Implementation HR SAP system.
2. Support the organization IN HR part to be certified ISO “9001-22000”
3. Structuring from scratch new Sister company Elshaheen foods for distribution
4. Implemented PMS system. And Change management project for group

Feb. 2020 – Feb. 2022

**Marbella Group of Companies** “6th of October”

**Group HR and Administration Manager # HC 3100**

Marbella Group is one of the leading companies in different sectors



- 1- “Marbella for food industries” for ( gum ,Hard Candy, chocolates and Biscuits ) # HC 1800
2. “Rocket” for Noodles manufacturing # HC 500
3. Alfa Logistics warehousing and co-packing services # HC 450
4. Sandy for Melamine Dishes Manufacture # HC 150
5. SOSDI Dry port for warehousing and Distribution Company. # HC 180

**Key Achievements and projects**

1. Implemented HR ERP system “Next”.
2. Creation and Implementation for Grading system
3. Structuring from scratch new Sister company “Rocket for Noodles manufacturing”
4. Implemented PMS system.
5. Implemented Medical insurance service.
6. finalized file of National Food Safety Authority (NFSA) and obtained as white list.

Jun 2018 – Jan. 2020

**Holw El Sham for food industries S.A.E. in Egypt.** “6th of October”

**HR Manager # HC 1800**



Holw El Sham Group is one of the leading companies in different sectors

1- **Holw El Sham for food industries” # HC 1500 Employee**

For (Mix Powder Factory, Biscuit & Cake Factory, Juice and concentrates Factory, Coffee Mix Factory, Halawa Tahina Factory, Fruit Compote and Cherry factory, Chocolate Factory, Halawet Moled (Sugar Candies) Factory, Jam & Tomato Paste Factory)

2- **Aswaq Distribution company # HC 300 Employee**

**Key Achievements and projects**

1. Established organization Salary structure
2. Creation and Implementation for Grading system
3. Structuring from scratch new Sister company “Aswaq Distribution company ”
4. Implemented PMS system.
5. Implemented Medical insurance service.

Feb 2017 – May 2018

**AM Group Egypt for Trading and distribution in Egypt.** “El Obour city”

**HR Manager # HC 1300**



Am Group is one of growing companies in FMCG filed our corporate profile has grown to include multiple solid brands; Dolphin Tuna, CoffeeBreak, Coffee Mix Mix, MAZAQ (Beef, Tomato Pasta, and Bean) AND Detergent Division (Diversey, Tefli Diapers ...etc.

**Key Achievements and projects**

1. Established organization Salary structure
2. Creation and Implementation for Grading system
3. Structuring from scratch new Sister company “Dolphin chess and Diversey int. for deterging sector”
4. sharing in Transforming process to change company from L.L.C TO S.A.E Organization

**Jun. 2016– Feb. 2017**

**Oriflame Sweden For cosmetics in Egypt.  
Training Manager.**

**ORIFLAME**  
S W E D E N

Oriflame is the first company in the natural cosmetics in Egypt, Oriflame Cosmetics today is one of the world's fastest-growing cosmetics companies. Oriflame has sales operations in 63 countries and is the market leader in over 30 countries

**May 2010 – May 2016**

**Mansour Group of Companies**

**Group Senior Organization Development # HC 4500**



Mansour Group is one of the leading companies in Egypt: ITG, Philip Morris, Red Bull, Labanita, Hayat mineral water, Yes juice, Sunshine tuna, Bonjorno Coffee, Metro Markets, Khier Zaman, UPS...etc

**Key Achievements and projects**

1. Retail Engagement team project
2. Territory management project with Philip Morris
3. Supervisory Academy: 2012.
4. Assessment center for all field force (Managers, SPVs & Sales Reps)
5. Established Mansour Group Academy

**Additional Experience**

**Jun 2009 – May 2010 Mansour Group of Companies – Tobacco Division (Philip Morris)  
Business Planning Executive**



**May 2007 – Jun 2009 Vodafone Egypt**

***Customer Care Communication, Technical support team ( Trainer )***



**July 2006 – April 2007 Ericsson Egypt**

***Accountant in Acceptance team***



**Personal Information:**

- Date of Birth: 1/10/1981
- Marital Status: Married
- Military Status: Exempted