

# AHMED RABIE

Contacts: +201100000831  
<https://www.linkedin.com/in/ahmedachraf/>

Ahmedachraf259@gmail.com  
Giza - Egypt



## EXPERIENCE

### Country HR Business Partner

#### Ball Corporation

03/2020 EMEA

- Manage HR functions, SOPs, and safe practices.
- Talent Management, Succession plan & directed full-cycle hiring.
- Manage & oversee Performance management & appraisal cycle.
- Identify training needs & designed training roadmap for L&D.
- Implemented shop floor skill matrix program.
- Employee engagement, Healthy environment & Diversity & Inclusion.
- Secure company legal position & dealing with authorities.
- Manage & oversee compensation & benefits.
- Super-user for Success-Factors for EMEA region.
- Putting Strategy of implementing the actions of engagement survey.
- Managed HR and Admin budgets.
- Supporting Ball KSA in projects beside Ball Egypt.

### HR Manager

#### Sharaf DG

01/2017 02/2020 Egypt

- Manage recruitment, conduct headhunting, and ensure the best candidates through regular reporting to Country Manager.
- Identified corporate talent pool, implemented employee growth and structured paths.
- Updated grading, salary scales, and structures based on market surveys and Korn Ferry reports.
- Managed JD's, organization chart, competencies, and KPIs aligned with group schedule.
- Conducted training needs assessment and implemented training plans.
- Updated HR policies to comply with local laws and trends; analyzed attrition for retention plans.
- Reviewed HRIS, tracked compensation and benefits; approved payroll and incentives.
- Maintained compliance with labor laws, and managed employee relations and disciplinary actions.

### HR Generalist

#### Kuwait Energy

04/2014 03/2017

- **Performance Management:**
  - Implement & manage PA system to align with regional schedule & cycle.
  - Implement 4Ds execution program to cascade company scorecards into smart objectives.
- **Talent Management:**
  - Review vacant boxes on organization chart as per approved manpower budget
  - Manage the hiring full hiring cycle till onboarding, Job posting, interviewing, shortlisting & preparing job offers, hiring docs, induction & announcement
- **Learning & Development:**
  - Develop & manage company training budget, training plan, and individual development plan.
  - Identifying training and development needs within an organization through job analysis, appraisal schemes and regular consultation with business managers.
  - Search, contact & meet with the best training providers locally and abroad.
  - Evaluating training programs, materials, instructors & measure ROI for each program.
  - Manage the development plan for the under developing employees.
- **Organization Development:**
  - Update HR Software & employee manual with the updated policies & procedures.
  - Update & analyze Turnover monthly results and extract the average headcount to prepare retention activities if needed.
  - Responsible for updating life insurance process & invoices, coordinated with HQ
  - Review personal & salaries procedures for enhancing & auditing.
  - Conduct annual salary & compensation surveys

## SUMMARY

HR Professional with +15 years of experience in multinational companies in 5 industries in EMEA region & GCC area. Now I'm looking for a Senior HR position where I can expand my career.

## EDUCATION & CERTIFICATES

### Bachelor Degree in Management Science, Major HR

#### SAMS

09/2006 06/2010 Egypt

- BSc. in Human Resources

### Certified SPHRI

#### HRCI

02/2026 Location

### Certified Professional Behaviors & Motivators Analyst - DISC Assessor

#### TTI Success Insights

06/2014 12/2014 Location

- DISC Assessor

### SHRM-CP

#### American Chamber

01/2021 12/2021 Location

## LANGUAGES

#### Arabic

Native



#### English

Native



## TRAINING COURSES

### Strategic Human Resources Management

### Compensation & benefits Robert Maslow)

### Mastering Finance for non-finance for Oil & Gas

## EXPERIENCE

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### Recruitment Supervisor

#### Fairmont Hotel & Resorts

📅 06/2013 03/2014 📍 Fairmont Nile City

- Ensure effective & fast recruitment processes internally and externally
  - Creating job requisitions on TAS and recruitment tools
  - Handle the Task-force requests between branches in different countries
  - Manage "colleagues cross training programs" between countries
  - Prepare Zero based Manning & update Annual Headcount Budget
  - Follow up the hiring documents, Medical checkups, and Open new employees file
  - Enrich the pool of qualified CVs of suitable candidates in the different areas
  - Screening and scrutinizing CVs, application forms, and shortlisted applicants
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### Recruitment Specialist

#### Bavarian Auto Group BMW

📅 06/2009 05/2013 📍 Egypt

- Checking references & Data to collect the Short-listed
- Phone screening to check English & inform the candidates about their results
- Worked on 'Formula & Motor City' Hiring Projects
- Represent the Company in Employment Fairs and Events
- Search and register for courses for junior levels
- Collect the training needs from the company departments
- Conduct the Presentation, Orientation & Internship exams for the new trainees
- Calculate the Exit permission, Leave request for 'BAC'