

# MOHAMED SABRY FOUAD

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*6th of October City, Giza, Egypt*

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## Professional Summary

A strategic HR Director who views Human Resources function as a portfolio of high-impact projects designed to achieve business objectives. With a robust background in HR Business Partnering and an MBA, I specialize in initiating, planning, and executing complex HR programs—from Talent Acquisition and Total Rewards overhauls to Performance Management system implementations. My approach is rooted in project management governance: defining clear project charters, managing stakeholder engagement across all levels, mitigating risks, and focusing on benefits realization to ensure every HR initiative delivers a measurable return on investment. I excel at establishing frameworks and processes (an HR PMO mindset) that transform HR from a support function into a strategic driver of organizational growth and efficiency.

## Core Competencies

### 1- Strategic & Program Management

HR Program & Project Lifecycle Management | HR PMO Frameworks | Stakeholder Engagement & Management | Risk & Change Management | Benefits Realization & ROI Analysis | Project Charter & Scope Definition

### 2- Talent & Organizational Effectiveness

Talent Acquisition Strategy & Execution | Performance Management Program Implementation | Total Rewards (Compensation & Benefits) Design | Leadership Development & Succession Planning | Organizational Restructuring & Development

### 3- HR Operations & Compliance

HR Policy & Governance | Labor Law Compliance & Union Relations | HR Systems Implementation & Optimization | HR Metrics, Dashboards & Audits | HR Operations Automation

## Professional Experience

### HR & Admin General Manager

**Tharwah for Management Consulting (AI, Tech app, L&D, Digital Marketing, HR), Egypt | Oct 2023 – Now**

- Led the foundational setup program for the company's Egyptian entity, managing all interrelated projects including legal establishment, administrative structuring, HR system implementation, and government relations.

- Spearheaded the 'Employee Engagement Enhancement Program': Defined project charter, scope, and KPIs. Executed a multi-phase plan including structured feedback systems and leadership training, achieving a 15% increase in engagement scores and delivering measurable ROI.
- Directed the 'HR Operations Automation Project': Managed the full project lifecycle from requirements gathering to execution and rollout. Successfully automated core workflows, resulting in a 30% reduction in processing time and freeing up FTE capacity.
- Managed the 'Employee Retention Initiative Program': Analyzed turnover drivers, designed intervention strategies, and executed the plan, which lowered turnover by 12% within six months, directly impacting project cost and resource stability.
- Project Lifecycle Leadership: Plan, execute, and close specific HR initiatives (e.g., system implementations, policy rollouts, restructuring, engagement programs) on time, within scope, and budget.
- Stakeholder & Resource Coordination: Engaged leadership, vendors, employees, and HR teams; managed resources, timelines, and communication to ensure project alignment and buy-in.

Change Management & Risk Mitigation: Drove adoption of HR changes through communication, training, and support; proactively identified and resolved risks, issues, and resistance manage resources, timelines, and communication to ensure project alignment and buy-in.

- Change Management & Risk Mitigation: Drive adoption of HR changes through communication, training, and support; proactively identify and resolve risks, issues, and resistance.

## HR Consultant (Program & Project Consultant)

*Consulting Engineering Centre, Cairo, Egypt | May 2009 – Present*

*Town Team, Sadat City and Tanta, Egypt | Feb 2025 till May 2025*

*French food Group, 6 of October city, Egypt | Mar 2021 till Dec 2021*

- Consulted on various HR transformation projects, focusing on process optimization and compliance.
- Led 'Process Re-engineering Projects': Evaluated and analyzed current organizational processes, identifying strengths and weaknesses against ISO standards.
- Managed 'Continuous Improvement Programs': Developed and implemented detailed improvement plans, guided teams on best practices, and monitored performance to ensure sustained benefits realization.

## HR & Admin Manager – African Region

**Alkhorayef Industries Co. / Trans Orient for Marketing, Egypt & Africa | Mar 2019 – Oct 2023**

- Oversaw the HR program for four countries, managing a team supporting over 500 employees and multiple concurrent HR projects.
- Spearheaded the 'Regional Compensation Structure Project': Designed and executed a new

compensation framework across four countries, improving pay equity and lowering resignation rates by a significant margin.

- Led the 'Canal Sugar Project HR Setup': Managed the end-to-end HR program for a new greenfield project, successfully hiring and onboarding over 150 employees within a tight project deadline.

## HR Manager

**Dar Elmona Medical & Rehabilitation Resort, Egypt | Dec 2017 – Mar 2019**

- Implemented appraisal processes with 90% staff completion and direct impact on salary reviews.
- Reduced the average recruitment time from 45 to 28 days through hiring process redesign.
- Trained 80% of mid-managers on conflict resolution, reducing formal complaints.

## HR Section Head

**Modern Motors (Nissan), Egypt | Jan 2015 – Dec 2017**

- Standardized 150+ job descriptions and policies, supporting ISO audit success.
- Introduced KPI-linked performance reviews that boosted goal alignment by 35%.
- Managed an HR team serving 1800+ staff, improving service resolution time by 25%.

## HR Supervisor

**Abu Dawood Distribution Co., Egypt | Apr 2013 – Jan 2015**

- Coordinated onboarding of 900+ hires across multiple cities.
- Launched biometric attendance system, reducing absenteeism by 18%.

## Senior HR Specialist

**El-Rashidy ElMizan, Egypt | Sep 2009 – Apr 2013**

- Participated in the rollout of a new HRMS that cut manual reporting by 25%.
- Designed and launched training programs for six departments, increasing cross-functional skills.

## Recruitment Coordinator

**Elkada-HR Company, Egypt | Mar 2008 – Sep 2009**

- Filled over 400 vacancies across 20+ clients by running efficient high-volume recruitment campaigns.
- Cut hiring cycle time by 20% using process automation.

## Call Center Agent

**Raya Contact Center – Vodafone Projects, Egypt | Nov 2007 – Mar 2008**

- Provided technical support and resolved 50+ customer issues daily with 95% satisfaction.

## Trainee Lawyer

**Law Firm (Mahmoud Ashmawy's Office) | Sep 2006 – Mar 2007**

- Drafted labor-related contracts and supported legal casework.

## Education

- MBA, Arab Academy for Science, Technology & Maritime Transport, 2015
- HR Diploma, The American University in Cairo, 2011
- LLB, Faculty of Law, Helwan University, 2006

## Certifications & Training

- PMP – Project Management Professional, American Academy, 2020
- Supply Chain Management Diploma, American Academy, 2020
- SAP HR User Training
- ISO 14001, OHSAS 18001 & ISO 9001:2008 Certification
- Social Insurance Act Training, 2010
- Sales Diploma, Canadian Center, 2008
- HR Practical Diploma (HCCA), 2007
- Basic Business Skills Acquisition (BBSA), 2007

## Languages

Arabic (Native), English (Very Good)