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SUMMARY

Experienced HR professional with 12 years in all HR functions across manufacturing, construction, pharmaceutical, cosmetics and FMCG sectors. Proficient in SAP HCM and HRIS for operational excellence. In-depth knowledge of labor laws and exceptional relationship-building. Proven track record in enhancing organizational performance through strategic HR initiatives.

Experience

*ATECH Egypt & Saudi Arabia, **Regional HRBP Manager***

Aug 2025 - Present

Developed and executed HR strategies aligned with organizational goals, driving workforce effectiveness and business growth. Partnered with senior leadership on workforce planning, organizational design, and change management.

Acted as a trusted HR advisor on talent, culture, and people strategy.

Designed and implemented comprehensive Total Rewards frameworks covering salary structures, grading, benefits, and incentive programs (STIs, LTIs, bonuses, profit-sharing).

Conducted job evaluation, salary benchmarking, and market analysis to ensure competitiveness and internal equity.

Oversaw personnel, payroll and benefits administration, ensuring compliance, accuracy, and efficiency.

Introduced recognition and retention initiatives, reducing turnover and enhancing engagement.

Led end-to-end recruitment processes, from workforce planning and employer branding to onboarding. Implemented structured selection and assessment tools to attract and retain top talent.

Partnered with department heads to ensure staffing plans aligned with business needs.

Designed and deployed performance appraisal systems (KPIs, OKRs, competency-based models).

Linked performance results with reward programs, merit increases, and career progression.

Coached managers on effective performance feedback and employee development planning.

Fostered a positive workplace culture through engagement initiatives, communication, and recognition programs.

Handled grievances, investigations, and disciplinary actions fairly and in compliance with labor law.

Improved employee engagement scores by implementing surveys and follow-up action plans.

Developed and updated HR policies, procedures, and handbooks to reflect best practices.

Ensured 100% compliance with labor laws, social insurance, tax regulations, and audit requirements.

Optimized HRIS systems to enhance data accuracy and reporting.

*IETOS, **Deputy HR Manager***

Mar 2025 - Jun 2025

Develop and implement HR strategies aligned with organizational goals.

Develop and implement human resources policies and procedures.

Foster a positive workplace culture and resolve employee grievances.

employee engagement initiatives using Gallup tools and techniques, contributing to a stronger, value-driven culture.

Identify training needs and organize employee development programs.

Design and manage performance appraisal systems to enhance productivity.

Oversee recruitment, onboarding, and employer branding to attract top talent.

Oversee payroll, benefits, and compensation to ensure competitiveness.

Ensure compliance with labor laws and update HR policies.

Prepare HR reports and use analytics to drive process improvements.

Lead and mentor the HR team to ensure high performance.

Provide strategic HR guidance to senior management.

*MEVAC for Vaccines, **HR Section Head***

Sep 2021 - Feb 2025

Designed and implemented a comprehensive Total Rewards system, including salary structure, bonuses, and benefits (Medical, Life, Pension Plans), ensuring internal equity and market competitiveness.

Led job evaluation and grading frameworks using benchmark data, driving transparency and fairness across all compensation structures.

Directed the design, launch, and ongoing optimization of Compensation & Benefits policies, incorporating salary surveys, balanced scorecards, merit increases, and profit-sharing initiatives.

Spearheaded digital HR transformation, leading SAP HCM implementation and HRIS migration across 3 business units, improving data accuracy and reducing administrative workload by 35%.

Managed payroll operations for 700+ employees, ensuring 100% legal and tax compliance, while enhancing accuracy through process automation and reconciliation systems.
Reduced early turnover by 22% through targeted retention programs and periodic compensation reviews.
Oversaw the full employee lifecycle — including onboarding, offboarding, documentation, and performance appraisal — integrating reward-driven performance systems.
Created and implemented strategic HR policies and procedures that supported workforce planning, internal equity, and regulatory compliance.
Developed annual manpower and workforce plans, aligned with organizational structure and hiring forecasts.

*minlo, **HR Specialist***
Sep 2018 - Sep 2021

In my role at Minlo, I effectively managed HR operations across various entities, ensuring compliance with labor laws and overseeing the full employee lifecycle. I developed robust HR databases and provided support in grievance and disciplinary cases, which contributed to a more organized and efficient HR function. My efforts led to a significant improvement in employee satisfaction and operational efficiency.

*Easy Group (Beauty,health & care), **HR Specialist***
Sep 2017 - Aug 2018
Managed Payroll, Personnel, and Employee Relations Functions.

*Firewall Security and Defence (FSD), **HR Specialist***
Jul 2015 - Aug 2017
Managed all HR Operations Functions.

*Theama For Marketing and Advertising, **HR Specialist***
Jul 2014 - Jun 2015
Managed all HR Operations Functions.

EDUCATION

Zagazig University
*Bachelor of Law • **General Law** • 2006 - 2010*

LICENSES & CERTIFICATIONS

HR Digital Transformation
SHRM • Issued Aug 2025

HR as a Strategic Business Partner
SHRM • Issued Aug 2025

Compensation and Benefits
SHRM • Issued Aug 2025

Strategic HRM
Udemy • Issued Sep 2023

Compensation & Benefits Responsibilities
Udemy • Issued Sep 2023

Compensation & Benefits Total Rewards
HR Passport • Issued Aug 2017

HR Management Diploma
Harvard International Training Britain • Issued Aug 2013

SKILLS

Strategic HR Leadership • Talent Management & OD • Performance Management (KPIs, Balanced Scorecard) • Total Rewards (Com & Ben, Payroll, Personnel) • People Operations • HRIS & SAP HCM Administration • Employee Engagement & Branding • Labor Law Compliance • HR Analytics & Reporting • Advanced MS Excel