

Ahmed Ragab

Group HR Manager | HR Consultant for SMEs | MBA | 16+ Years Experience
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Professional Summary

Strategic HR leader with 16+ years of experience building and transforming HR functions across Pharma, Manufacturing, Retail, Construction, and Services. Proven track record of designing HR systems from the ground up, driving organizational restructuring, and aligning people strategy with business objectives. Managed HR operations for workforces exceeding 1500 employees across multiple sectors. Available for part-time HR consulting engagements with SMEs.

Key Skills

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- HR Strategy & Organizational Design
 - Performance Management & KPIs
 - Compensation, Benefits & Job Grading
 - Recruitment & Talent Acquisition
 - Change Management & HR Transformation
 - Egyptian Labor Law & Regulatory Compliance
 - Payroll, Taxes & Social Insurance Management
 - Organizational Restructuring & Workforce Planning
 - ERP Systems: Odoo, Oracle, Right, CodeZone, MS Great Plains
 - ISO Certification Management (ISO 9001, 22000, 14500, 45000, IATF 16949)
 - Cross-border HR Operations & International Deployment
 - MS Office: PowerBI, Visio, Excel, PowerPoint

Professional Experience

Group HR & Admin Manager | Hebeish Group

Aug 2023 – Present | Manufacturing

- Designed and enforced group-wide HR policies across 5+ business units, achieving full regulatory compliance.
- Led organizational restructuring for 300+ employees, aligning people and structure with strategic growth objectives.
- Spearheaded attainment of ISO certifications (ISO 9001, 14500, 45000, IATF 16949) — all passed on first attempt.
- Implemented Odoo ERP HR module, eliminating critical payroll, tax & social insurance discrepancies across the group.

HR Manager | Al Asdekaa for Dairies Production

Feb 2022 – Mar 2023 | Manufacturing & Retail

- Stabilized high-turnover workforce of 200+ employees through structured onboarding and retention programs.
- Redesigned compensation & benefits framework, improving offer acceptance rate by 30%.
- Executed 5+ senior-level appointments across departments to support full organizational transformation.
- Supported business transition through people-focused change management strategies.

HR Manager | Misr NoDust Co.

Aug 2020 – Jan 2022 | Services, Distribution & Manufacturing

- Restructured organizational framework and redefined job architecture across 8 departments.
- Built end-to-end HR systems from scratch: recruitment pipeline, payroll, and compensation structure.
- Ensured 100% compliance with Egyptian labor law and social insurance requirements.

HR & Admin Manager | ADAMCOPHARM

Aug 2019 – Jul 2020 | Pharma — Export & Distribution, West Africa

- Designed full organizational structure with comprehensive job descriptions for 70+ positions.
- Built performance appraisal system, job grading framework, and 5-tier salary progression scale from scratch
- Managed cross-border HR operations supporting West Africa export markets, recruiting and deploying 20+ Egyptian professionals abroad.

HR Section Head | Sectors Construction

Feb 2017 – Aug 2019 | Construction & Development

- Built entire HR function from the ground up — zero to fully operational within 9 months.
- Designed full org structure, job descriptions, appraisal system, job grades, and salary scales for 150+ employees.
- Established HR policies and procedures, achieving strong employee relations and reducing grievances by 40%.
- Managed project-based recruitment and workforce deployment across 5 active construction sites.

Senior HR Specialist | United Grocers S.A.E (Saudi Supermarket)

May 2009 – Jul 2016 | Retail

- Managed full-cycle recruitment for 500+ positions over 7 years across multiple retail branches.
- Maintained organizational charts and headcount reporting for workforce of 1,500+ employees.
- Coordinated annual performance appraisal cycles and training & development programs for all staff levels.
- Developed employee orientation materials and implemented HR policies organization-wide.

Education

Master of Business Administration (MBA)

Arab Academy for Science, Technology & Maritime Transport | 2023 | GPA: 3.77

Bachelor of Social Work Studies

Helwan University | 2007 | Grade: Good

Certifications & Training

- ISO Certifications Contributor: ISO 9001 · ISO 22000 · ISO 14500 · ISO 45000 · IATF 16949
- Career Development — HRCI (2018)
- Middle Management Track (2015)
- Human Resource Management Certification — CAME (2010)
- Advanced Excel — New Horizons Training Center (2010)
- General English Level 2/3 — AUC (2010)

Languages

- Arabic: Native (Mother Tongue)
- English: Very Good — Written & Spoken