

KARIM HUSSEIN

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PROFESSIONAL SUMMARY

Strategic HR Leader with 14+ years of experience across Fintech, Logistics, Tech, and Construction. Expert in building HR departments from the ground up for multi-entity groups and driving digital transformation. Specialized in full-cycle payroll, large-scale workforce management (+2,000 employees), and corporate legal compliance.

PROFESSIONAL EXPERIENCE

HR Manager | ShipBlu Technology

May 2023 – Present | Giza

- Operations Leadership:** Directing HR for 200+ employees; managing complex data migration for Jit and Zagel entities.
- HRIS Automation:** Leading full implementation of Odoo/Zoho to automate payroll, attendance, and administrative workflows.
- Strategic Recruitment:** Managing high-volume hiring (80+ hires/year) with a 30% reduction in time-to-hire via optimized pipelines.
- Performance Management:** Implementing 360-degree feedback systems and OKR frameworks to align employee goals.
- Culture Development:** Drafting and rolling out company Vision, Mission, and Core Values to enhance engagement.
- Leadership Coaching:** Providing strategic counsel to department heads on personnel management strategies.

Key Impact: Successfully scaled the workforce by 100% in one year while ensuring seamless multi-entity data integration.

HR Manager | J&T Express

May 2021 – May 2023 | New Cairo

- Multibranch Oversight:** Managing HR operations for 300+ employees across diverse regional logistics hubs and branches.
- Compensation & Benefits:** Designing market-aligned salary grading systems and competitive benefits packages.
- Workforce Planning:** Leading organizational restructuring and head-count planning to facilitate aggressive expansion.
- Legal Compliance:** Ensuring 100% adherence to Egyptian Labor Law, social insurance, and internal risk audits.
- Employee Relations:** Managing investigations and labor disputes to maintain a stable workplace environment.
- Policy Standardization:** Developing and implementing unified HR manuals and SOPs across the region.
- Training & Development:** Identifying skill gaps and coordinating professional training programs for staff.
- Budget Management:** Overseeing the annual HR budget and optimizing departmental spend.
- Regional Supervision:** Directly leading and mentoring regional HR coordinators for localized excellence.

Key Impact: Established a scalable regional HR infrastructure supporting rapid growth without operational downtime.

HR Manager | Mazloun for Trading & Tiles

Jan 2019 – May 2021 | Cairo

- **Department Foundation:** Established the complete HR function from the ground up for a group of 5 diversified companies.
- **Salary Structure Design:** Designed and implemented a comprehensive, market-aligned Salary Scale for the entire group.
- **Organizational Hierarchy:** Developed unified organizational structures and job grading for over 2,000 employees.
- **Policy Engineering:** Formulated standardized HR policies, employee handbooks, and procedures to unify group operations.
- **System Integration:** Implemented centralized HR workflows and data management systems for multi-entity reporting.
- **Performance Framework:** Established standardized performance appraisal systems to drive productivity across sectors.
- **Strategic Recruitment:** Directed large-scale recruitment campaigns to staff new branches and specialized departments.
- **Social Insurance & Labor:** Managed all legal aspects of personnel including social insurance and labor law compliance.
- **Budget Optimization:** Managed the group's manpower budget and optimized labor costs through strategic allocation.
- **Team Leadership:** Built and mentored a professional team of 5 HR specialists to maintain operational excellence.
- **Communication Strategy:** Led internal communication initiatives to manage organizational change during transitions.

Key Impact: Unified HR operations and compensation for 2,000+ employees across 5 companies, increasing efficiency by 25%.

HR Generalist | Universal Payment Services (UPS)

Jan 2018 – Dec 2019 | Nasr City

- **Payroll Management:** Managing full-cycle monthly payroll processing including salary calculations and taxes.
- **Personnel Administration:** Overseeing employee files, contract renewals, and ensuring compliance with Labor Law.
- **Benefits & Grievances:** Administering health insurance and resolving compensation or attendance disputes.

Key Impact: Streamlined payroll processing and record-keeping, ensuring error-free compensation and compliance.

Head of Legal Department | JRM for Communications

Feb 2014 – Nov 2017

- **Corporate Governance:** Directing all corporate legal affairs, providing strategic counsel on legal risks.
- **Litigation Management:** Representing the company in high-stakes commercial, civil, and labor lawsuits.
- **Advanced Contracting:** Drafting, reviewing, and negotiating complex commercial agreements and SLAs.
- **Compliance & Policy:** Establishing internal compliance frameworks and codes of ethics to mitigate liabilities.
- **Labor Relations:** Advising HR on complex labor disputes, terminations, and disciplinary procedures.
- **Regulatory Liaison:** Acting as the primary liaison with governmental authorities (GAFI, Labor Office).

Key Impact: Formalized legal operations, leading to a 40% reduction in corporate legal liabilities.

Lawyer - Legal Affairs | Al-Fath for Construction

Jan 2012 – Feb 2014

- **Trial Advocacy:** Representing the company in court for construction-related disputes and labor law cases.
- **Document Preparation:** Drafting legal pleadings, defense memoranda, and corporate resolutions.
- **Contractual Review:** Reviewing construction contracts and vendor agreements for site protection.
- **Legal Research:** Conducting research on Egyptian construction and labor regulations for defense strategies.

- **Insurance Coordination:** Managing insurance claims and legal documentation for project liabilities.
- **Administrative Law:** Handling procedures for construction permits and licensing with government agencies.

Key Impact: Successfully defended multiple labor disputes and secured 100% compliance for major projects.

CORE COMPETENCIES & EDUCATION

HR Strategy: Org Design, Workforce Planning, Culture, Digital Transformation.

Operations: Payroll Admin, Odoo/Zoho HRIS, Labor Law, Budgeting.

Legal: Litigation, GAFI Liaison, SLAs, Contract Negotiation.

Education: Bachelor of Law (LLB) – Ain Shams University.

Languages: Arabic (Native), English (Fluent - C1 Level).