

AHMED MEDHAT

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PEOPLE & CULTURE PROFESSIONAL

Result-oriented HR professional with 18 years of experience in most of HR Management aspects, Scratch with basic HR roles and mastered it up into playing more strategic HR roles in Real-estate, Automotive, IT Software, Construction, Medical Instruments & Devices, Training Centers, Retail Furniture and FMCG Manufacturing and Retail organizations.

Also I have gone through in my career, and consolidated my technical experience with another post graduate study PHR Diploma approved from Paris ESLSCA Business School and now in MBA with Sadat Academy for Management Studies , Skilled in team building and facilitated an atmosphere to balance high-level of competencies with optimum productivity. Self-starter and well organized individual who is able both to work independently and as part of a team to accomplish company objectives. Effective communicator, who directs people actions toward achieving company's goals

HR Strategy & Planning

Organization Design

Talent Management

Performance Management

Employee Relations

STRENGTHS AND EXPERTISE

Manpower Planning

Job Evaluation

Compensation Analysis

Engagement Surveys Analysis

HR Policies & Procedures

Employer Branding

Competencies Framework

Learning & Development

PROFESSIONAL EXPERIENCE

Bakers for Food Industries | Exception Patisserie
Human Resources Manager

July 2022 - Present

Exception Patisserie ® is one of the leading FMCG organization in food manufacturing with 3 main business unites Pastry-Bakery, Café and Pizza , starts 2009 and now 43 branch all over Egypt with a potential expansion plan with 50 branches



Accomplishments:

- I am responsible for Managing the Human Resources department functions starting from HR Operations ending by the Talent Management Function to cover all HR activities and provide periodically reports to the CEO.
- Led strategic HR initiatives that resulted in a 50% reduction in employee turnover within two years, followed by an additional 10% decrease over the subsequent two-year period.
- Consistently maintained high manpower coverage at 90% annually, increasing to 98% during peak seasons through strategic workforce planning and efficient recruitment execution.
- Led employer branding initiatives that significantly improved brand perception, through active participation in 20+ job fairs and 15+ industry events over five years, strengthening the company's presence in the talent market.

Contistahl Group

April 2016 - July 2022

Head of Human Resources Department

the Kitchen Manufacturing Leader in MENA Region with 9 Showroom all over Egypt and carrying out several huge projects. Since we started in 1975, our mission was to improve the lives of those who are touched by our products with more than 40 years of hard work .



Accomplishments:

Organizational Development & Policies

- Led the implementation of Employee Handbook, standardizing HR policies of the organization.
- Designed and implemented Commission Structure for Sales to enhance performance revenue growth.
- Updated 50+ Job Descriptions across Showrooms and Factory to align with business objectives.
- Developed and maintained organizational charts supporting strategic workforce planning.
- Implemented and enforced company-wide Dress Code policy, enhancing workplace professionalism.

- Led the development and execution of employee engagement strategy, launching a monthly internal newsletter (Contistahl News) and delivering +5 annual initiatives (e.g., Zamalek Marathon, Ramadan Iftar), resulting in improved employee satisfaction and retention.
- Directed the full implementation of a comprehensive Medical Insurance program, ensuring 100% employee coverage and improved benefits competitiveness.
- Spearheaded the design and rollout of a Performance Management System based on MBO & KPIs, driving performance alignment and increasing overall productivity.
- Established and managed "Employee of the Month" recognition program, boosting employee motivation and engagement levels.

HR Operations & Personnel Management

- Led a company-wide downsizing project between 2019-2021, ensuring smooth workforce restructuring while maintaining business continuity.
- Developed HR databases (employee records & leave management system), improving operational efficiency and data accuracy.
- Oversaw personnel operations, ensuring compliance with company policies and labor regulations.

Talent Acquisition & Employer Branding

- Led recruitment strategy and successfully achieved 90% manpower plan fulfillment within set timelines.
- Strengthened employer branding through active participation in job fairs, increasing talent pipeline

Learning & Development

- Conducted organization-wide Training Needs Analysis (TNA), aligning training plans with business objectives.
- Implemented specialized training programs (e.g., CPIM), enhancing workforce capabilities and operational performance.

ComputeK International

Jan. 2015 up Mar. 2016

Human Resources Head

ComputeK International® is a leading company in developing educational technologies in Egypt, through its belief and commitment to its important role in uplifting educational community, and by providing the latest educational technology solutions to its esteemed clients.



Accomplishments

- Establishing an effective recruitment system includes (Recruitment Policy, Recruitment Procedure, Recruitment Forms and Company Branding), aligning them to Business Strategic aims.
- Establishing and implementing the company personnel policy, procedures, forms and the Work Flow System
- Creating the company organization chart and modifying its structure to achieve the business succession plan.
- Establishing the company HRIS "Electronic File" Excel.
- Designing PM Scheme and coaching the department managers on how to conduct performance appraisals.

Shatat Group

February 2011 - Dec 2014

Human Resources Supervisor

established on 1981 through El-Fath for Constructions then was grown up with new activities in the Egyptian Market like Medical Projects & Medical Services into on 1997. On 1999 started investing into the Food industry. Shatat Group® was faced by new challenging into the Sudanese Market with 1st road linking Egypt – Sudan.



Accomplishments:

- Implementing all the HR Policies & Procedures with a very well-known consultant LOGIC Consulting
 - Participating in the salary structure process with HAY Group
 - Career Path Project
 - Designed "Monthly closing" electronic sheet based on Excel
 - Designed "Vacation Sheet Calculation" electronic sheet based on Excel
 - Re-design and recommend improvements to HR forms
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Senior HR Specialist

EATC has been the sole agent for Volkswagen and SEAT since May 1976 in the Egyptian market. EATC is a shareholder company with 34.5 Million L.E paid capital, EATC has a total of 500+ employees, and achieved turnover of 100 million Euros in 2008.



Accomplishments:

- Prepare all the FORM 2# process from the scratch
- Formulate and Prepared Human resources reports that should be represented to the Management such as Turnover Ratio , Vacation report , New-Hired Report and Termination Report ...etc
- Designed “ Monthly closing” & “ Vacation” electronic sheet based on Excel

Talaat Moustafa Group Holding TMG,

January 2007 - February 2016

Auditing HR Specialist

Talaat Mustafa Group is the leading community real estate developer in Egypt, The group has a strong track record of over 50 years in the housing and real-estate development industry, having developed 8.5 million sum of land so far.



Accomplishments:

- Establishing huge Data Base of all the employees who's on Board that we called "Electronic File".
- Designing an Excel sheet of all the employees who're resigned we called "Resignations Project".

EDUCATION

MBA

Masters in Business Administration , Human Resources Major 2026

Human Resources Management Certificate Diploma

Paris ESLSCA Business School, Cairo 2018

PHR - Professional Human Resources Diploma

HRCI Human Resources Certification Institute – Virginia , USA 2010

Bachelor Degree in Archaeology , Egyptology Major

Cairo University, Egypt 2007

PROFESSIONAL CERTIFICATES

- Mental Wellbeing & Work-life Balance Seminar - Sponsored by Engage – May 2024
- Emerging Leaders in HR Seminar by American Chamber of Commerce – May 2014
- Behavioral Science and its Impact on HR Practice - Seminar Sponsored by PHC Egypt – June 2012
- ROI, Kirkpatrick Methodology & ROE - Seminar by Dr. Tarek Dessouki, Sponsored by PHC Egypt – May 2012
- Job Evaluation – HAY Group Methodology - Seminar Sponsored by HAY Group & PHC – Jan 2012
- IPE International Position Evaluation – Mercer Job Evaluation - Seminar by Knowledge Academy & PHC – Dec 2011
- Certified Human Resources Executive Diploma - Cambridge College, – Sep 2011 – Jan 2012
- IQ, EQ & SQ - Seminar by Dr. Rita Maselli, Sponsored by Knowledge Academy & PHC Egypt – Oct 2011
- How to Manage Your Goals? - Seminar by Dr. Heba Yassin, Sponsored by El-Sawy Cultural Wheel – May 2009
- Human Resources course- Talal Abu Ghazaleh Professional Training Group (TAGI) – May 2008
- Communication Skills Program - Dale Carnegie Training Center – April 2008
- Basic Business Skills Acquisition (BBSA) - Future Generation Foundation (FGF) – April 2008