

Ebrahim Ali

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I worked in different industries Like **Constructions, Software, Manufacturing, ERP** and **Digital marketing**



 HR.Ebrahimali@gmail.com

WORK EXPERIENCE

HR Business Partner. **10/2023 – 04/2026**

Samman Group, Saudi Arabia (Constructions)
Talent Acquisition & Recruitment

- Lead the recruitment process end-to-end, from crafting job descriptions to closing offers.
- Develop and maintain partnerships with recruitment agencies.
- Coach managers on best practices for interviewing and candidate selection.
- Analyze recruitment data and provide insights to enhance hiring efficiency and quality.

HR Administration & Compliance

- Oversee HR administrative functions including contracts
- Monitor and update HR policies and procedures, recommending improvements in line with labor legislation
- Ensure effective utilization and continuous improvement of HR systems (HRMS).
- Lead audits and reporting on employee data, leaves, and timesheets.

Employee Relations & Performance Management

- Act as the primary focal point for employee relations, addressing employee concerns, resolving conflicts.
- Support and oversee the performance management cycle, including goal setting, performance appraisals and Skills development planning.
- Advise managers on handling disciplinary actions, grievances, and recognition programs.
- Drive initiatives that promote employee well-being, engagement, and retention.

Culture & Engagement

- Lead employee onboarding and orientation programs, ensuring a strong start to the employee experience.
- Develop and execute employee engagement initiatives, events, and activities that promote company culture and values.
- Conduct surveys and analyze employee feedback to propose actionable improvements.

Strategic HR Contribution

- Collaborate with leadership team to implement HR strategies aligned with business goals.
- Contribute to organizational projects including compensation reviews
- Provide insights on HR metrics and trends to guide decision-making.

ACADEMIC BACKGROUND

2007 – 2011

Helwan University
– Faculty of Law

LANGUAGES

English 

French 

CERTIFICATES

2022 - HRBP –
HRCI Institute

2022 – Agile.

2014 – TOT.

2014-Leadership
skills

2008 -Negotiation
Skills

Personal Info:

Birthdate:
7/9/1989

LinkedIn Profile:

[linkedin.com/in/ebrahim-ali-76599172](https://www.linkedin.com/in/ebrahim-ali-76599172)

HR Business Partner.**12/2021 – 6/2023****Bnsights, Egypt- UAE (Software house)**

- Implement and revise the company's compensation and benefits program to establish competitive programs and ensure compliance with legal requirements.
- Manage and implement the recruitment and selection process.
- Develop and monitor overall HR strategies, systems, tactics, and procedures across the company.
- Setting and managing a performance appraisal system that drives high performance.
- Attend all Management meetings, to align HR strategies with Management's strategic goals.
- Assess training need to apply and monitor training programs.
- Support and advise Line Managers in the management and development of their direct reports.
- Manage all Medical & Social Insurance details from A to Z.
- Create and update HR policies and procedures.
- Act as the main point of contact for all employee relations issues and respond to all concerns & Requests.

Senior HR Generalist**11/2019 - 12/2021****Ultimate Solutions Egypt- Saudi Arabia (Software house)**

- Performs the day-to-day administrative tasks such as payroll, benefits, managing HR related employees' relationships, performance management, maintaining employee engagement, and ensuring annual training is administered/tracked.
- Handling all the recruitment cycles including (Recruitment Planning, Sourcing, Interviews, Job offers, Documentation).
- Annually reviews and makes recommendations to executive management for improvement of the company's policies, procedures, and practices on personnel matters. Serves as the strategic leader within the organization in areas of human resources.
- Assisting in Personnel cycle including (Insurance forms 1 - 6, Contracts, Employees Files – Database updates).
- Participate in Performance Management Processes and review the KPIs and coordinate between the employees and the line managers.

Senior HR Generalist**07/2018 - 10/2019****AlBabtain Lighting. (Manufacturing)**

- Participates in setting the manpower-plan, (personnel planning and recruiting), Discuss manpower needs
- according to business objectives.
- Responsible for all recruitment process.
- Follow up on the periodical performance appraisals
- Creating and revising job descriptions
- Understands company goals, systems, and strategies to maximize efficiency in the workplace.
- Identifies and assess training needs of staff by conferring with managers and supervisors and ending with
- preparing training cards for all employees.
- Administer medical and social insurance.

- Monitor leaves and attendance of employees and implement payroll.
- Issue contracts & bank accounts for the newly hired employees.
- Create HR Forms (HR letters, experience, etc...)

HR Generalist

10/2016 – 06/2018

Arabian Group. (Realstate)

- Formulate HR policies and procedures to comply with company needs and labor law.
 - Participates in developing departments objectives.
 - Responsible for the Recruitment process starting with the needed vacancies, Using the company website, Social Media, and Referrals to develop a pool of candidates, screening their CVs, coordinating interviews, Going through the Hiring process for the qualified candidates.
 - Assists in evaluation reports, decisions, and results of department in relation to establish goals and recommends new approaches, policies and procedures to effect continual improvements in the efficiency of the department and services performed.
 - Develop and update the organization's job descriptions.
 - Handle Training need assessment, training plan, and implementation.
 - Preparing monthly payroll for employees and Updating reports for Finance. Dept. regarding (overtime & Deductions...)

HR Generalist

11/2015 - 09/2016

Esmaar (Digital Marketing)

- Administers various human resources plans and procedures for all company.
- Formulate the policies
- Participates in developing department goals, objectives, and systems.
- Perform searches for qualified job candidates, using sources such as databases, references, websites, and job fairs.
- Prepared Job descriptions, and employees' performance appraisals, and coordinated the employees' training programs to be scheduled and reserved.

HR Generalist

03/2013 - 10/2015

Income Marketing

- Assist in recruitment and handle hiring procedures.
- Social, medical insurance, and labor law office.

Maintaining Personnel files in compliance with applicable legal requirements and updating the employee's database.