



# Waled Bahgat

HR Manager & Strategic Partner | DBA, MBA | HRD | Certified CSP, TOT, IDLx

Strategic and results-driven Human Resources Leader with over 15 years of progressive experience driving organizational transformation and business growth through people excellence. Proven expertise in developing and implementing HR strategies that strengthen talent pipelines, optimize workforce planning, and enhance performance management (BSC & KPIs). Adept at leading HR digital transformation initiatives, building data-driven systems, and designing people-centric frameworks that empower employees, foster engagement, and elevate organizational capability. A firm believer that human capital is the organization's greatest asset and the key driver of innovation, sustainability, and long-term success across Pharmaceutical, Retail, FMCG, Manufacturing, and Distribution industries.

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## *Key Skills & Competencies*

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- **Strategic HR Leadership & Transformation:** HR Strategy & Leadership | Organizational Design & Development | Workforce & Succession Planning | Change Management | HR Digital Transformation | HRIS (Odoo, Menaitech).
- **Talent & Capability Development:** Talent Acquisition & Retention | Learning & Development | Performance Management (BSC, KPIs) | Compensation & Benefits | Career Planning.
- **People Analytics & Organizational Excellence:** HR Metrics & Reporting | HR Policies & SOPs | Labor Law Compliance | Governance & Continuous Improvement.
- **Employee Experience & Employer Value Proposition:** Employee Engagement | Employer Branding | Wellbeing & Workplace Culture.

## Experiences

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### Alba Pharma

#### HR Manager (Aug 2022 – Present)

Lead and manage the human resource's function, including talent acquisition, employee engagement, performance management, compensation and benefits, training and development, HR operations, and governmental relations. Develop, implement, and optimize HR strategies, policies, and procedures to strengthen company culture, enhance workforce capabilities, ensure labor law compliance, support business growth, and drive organizational effectiveness.

### Ayman Afandy LLC

#### Talent Management Manager (Aug 2021– Jul 2022)

Manage and oversee talent management, internal communication, and HR development activities, including but not limited to:

- Organization Design: Design and update organizational structures and communication channels to support business objectives.
- Competency Framework: Develop and implement competency models aligned with company strategy.
- Job Analysis: Lead company-wide job analysis and maintain accurate job descriptions.
- HR Policies & SOPs: Design, update, and align HR Standard Operating Procedures (SOPs) with organizational strategy.
- Employee Handbook & Onboarding: Develop and update the employee handbook and onboarding programs to enhance new hire integration.
- Learning & Development: Manage corporate training programs, career development plans, and knowledge transfer initiatives.
- Performance Management: Oversee MBO and competency-based evaluation systems, cascading objectives into measurable KPIs.
- Employee Relations: Lead employee relations programs, conduct engagement and satisfaction surveys, and assess HR effectiveness.
- Engagement Initiatives: Design and implement employee engagement programs, including internal communication plans and recognition & rewards (R&R) programs.
- HR Analytics: Produce HR analytical reports, identify trends, and recommend strategic improvements.

### Alba Pharma

#### HR Manager (Aug 2020 – Jul 2021)

Lead and manage the human resource's function, including talent acquisition, employee engagement, performance management, compensation and benefits, training and development, HR operations, and governmental relations. Develop, implement, and optimize HR strategies, policies, and procedures to strengthen company culture, enhance workforce capabilities, ensure labor law compliance, support business growth, and drive organizational effectiveness.

### Ibnsina Pharma (8 Years, 3 Months)

#### Corporate Trainer (Jul 2019 – Aug 2020)

Facilitated corporate training programs to promote a continuous learning culture and enhance employee soft skills. Designed and delivered training sessions, workshops, and learning materials to improve communication, teamwork, leadership, and problem-solving skills. Supported employee career development and personal growth through interactive learning methodologies and performance-focused coaching.

### **Learning and Development Senior Specialist** (Feb 2017 – Aug 2020)

Led learning and development (L&D) initiatives for 6,000+ employees to reinforce the company's learning culture, enhance workforce capabilities, and ensure continuous professional growth. Applied industry best practices and innovative methodologies to improve training effectiveness and employee performance.

Key Responsibilities:

- Designed and developed training materials aligned with company objectives to maximize learning outcomes.
- Created and implemented diverse learning methodologies and knowledge management solutions to improve operational efficiency.
- Delivered internal and external training programs to drive measurable behavioral change among employees.
- Designed and updated pre- and post-assessments and evaluation forms using the Kirkpatrick Model to ensure training quality.
- Conducted periodic learning effectiveness assessments to ensure skills and techniques were embedded into employees' work behavior.
- Assisted in developing and updating training policies and procedures, ensuring compliance with accreditation criteria from awarding bodies.

### **Talent Acquisition Senior Specialist** (Jan 2016 - Feb 2017)

#### **Talent Acquisition Specialist** (Dec 2014 – Dec 2015)

Led and executed the company's talent acquisition strategy for 3,000+ employees by applying recruitment best practices across sourcing, screening, interviewing, and selection. Managed internal promotion interviews for multiple branches nationwide, ensuring alignment with workforce planning needs and organizational goals.

- Managed end-to-end recruitment process including talent sourcing, resume screening, competency-based interviews, and candidate selection.
- Developed talent pipelines for blue-collar and white-collar positions, maintaining a database of 1,000+ qualified candidates.
- Conducted internal promotion assessments for branches across Egypt.
- Supported employer branding initiatives by representing the company in 20+ employment fairs and career events.
- Established and managed the internship program to attract and develop young talent.

### **HR Generalist** (Jun 2012 – Nov 2014)

Managed HR operations for 75+ employees at the branch, covering recruitment, personnel management, government relations, compensation and benefits, and internal communication.

### **Cooky for Import & Export**

#### **HR Officer** (Nov 2009 – Oct 2010)

Executed HR operations for 50+ employees, including talent acquisition, personnel administration, and payroll processing.

### **Nile Lily**

#### **HR Officer** (Jul 2009 – Sep 2009)

Handled personnel management activities for 50+ employees, ensuring compliance with labor laws and company policies.

### **International Office for Import & Export**

#### **HR Officer** (Jul 2007 - Jan 2009)

## ***Projects & Achievements***

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### **Digital Transformation of Learning (2020)**

Established and launched a Learning Management System (LMS) using Moodle, enabling 24/7 access to learning resources for all employees, enhancing the company's learning culture and knowledge accessibility.

### **Blended Learning Program (2019)**

Designed and managed a blended learning program to improve the learning retention curve for 18 first-time supervisors. Developed learning content and activities, monitored learner progress, and ensured on-the-job application of acquired skills.

### **Learning Reinforcement Program (2019)**

Managed a learning reinforcement initiative for 65 key account business developers via Mindmarker. Oversaw learning content and activities, monitored application of new methodologies, and resolved technical issues in collaboration with the training provider (Knowledge Consulting).

### **Balanced Scorecard Implementation (2019)**

Led a team of four HR members to review KPIs for alignment with company objectives, measure the performance of 25 employees using the Balanced Scorecard approach, and update job descriptions accordingly.

### **Job & Workload Analysis Projects (2013, 2015, 2017, 2018)**

Executed multiple large-scale job analysis and workload analysis projects covering 550+ job roles (white- and blue-collar) and a workforce of 3,600+ employees. Developed and updated job descriptions (JDs) and job specifications (JS) in English and Arabic, conducted workload assessments, and recommended staffing optimization strategies to enhance operational efficiency and resource allocation.

### **Organizational Learning & Development Milestones (Jan 2017 – Jan 2020)**

Established a Learning Management System (Moodle LMS) providing employees with 24/7 access to training resources, strengthening knowledge retention, and fostering a learning culture. Launched a corporate library to support continuous professional growth and secured HRCI® accreditation for L&D operations, ensuring compliance with global HR standards. Successfully managed corporate training programs for 4,000+ employees over three consecutive years, achieving consistent improvements in satisfaction rates: 89% (2017), 92% (2018), and 95% (2019).

### **Job Evaluation (2016)**

Executed job evaluation for 100+ job roles using the Hay Methodology, ensuring accurate job grading and supporting the development of a fair, consistent, and competitive compensation structure.

### **Talent Acquisition & Workforce Growth Milestones (2014 – 2017)**

Expanded workforce from 2,500+ to 3,500+ employees through strategic talent acquisition and proactive recruitment campaigns. Reduced employee turnover from 45% to 30% by designing and implementing targeted retention programs and employee engagement initiatives, resulting in improved workforce stability and organizational performance.

## *Education*

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### **RB College of the United Kingdom**

Doctorate of Business Administration (DBA) 2025 - Present

### **RB College of the United Kingdom**

Master of Business Administration (MBA) 2023 - 2025

### **Ain Shams University - Faculty of Commerce**

Post Graduate Diploma - Business Administration 2010 - 2012

### **The Higher Institute of Cooperative & Managerial Studies**

B.Sc. Degree in Commerce - Business Administration 2009

## *Professional Development*

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### **HR Management:**

- Certified Strategy Professional (CSP) – KPI Mega Library
- Project Management Professional (PMP) – Arab Academy for Science, Technology & Maritime Transport
- Organizational Culture & Change Management – Almentor.net
- Winning Mindsets for Successful Leaders – Almentor.net
- Balanced Scorecard – Knowledge Academy
- Talent Management – American Chamber of Commerce (AmCham)
- Competency-Based Interviewing (CBI) – JOBMASTER
- Recruitment and Selection – JOBMASTER
- Human Resource Management Diploma – hpa
- Job Evaluation (HAY Methodology) – Ibsina Pharma
- Managing Learning & Development Function – JOBMASTER
- Training of Trainers (TOT) – hpa
- Instructional Design for Learning Experience – Mentarcise

### **Behavioral & Personality Tools:**

- Communication & Leadership by DISC – RB College, United Kingdom
- MBTI Personality Types & Applications – Almentor.net
- Personality Analysis with Enneagram – Almentor.net

## *Additional Details*

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- Proficient in **Microsoft Office** applications, HRIS systems, including **Odoo** and **Menaitech**, and skilled in utilizing **Power BI** for data analysis and reporting.
- Native Arabic speaker with **good** communication skills in English, both spoken and written.
- **Egyptian** national, born on **17 March 1986**, **married**, and **exempted** from military service.