



AHMED KAMAL

Recruitment Manager

Ewan Human Recourses Company

Vitals

Riyadh-kingdom of Saudi Arabia

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OBJECTIVE

To pursue a demanding HR Role within a reputed firm with the approach to take up responsibilities to accomplish Organizational goals where in my skills and potentials are being utilized to the maximum; alongside focusing on the scope of enhancing my personal skills & gaining maximum knowledge during my tenure to contribute to the growth of the firm.

PERSONAL SKILLS

- Enjoy strong logical, analytical, communication, and interpersonal skills
- Work with Dedication and Determination
- High-Energy work ethic and commitment to client service.
- Easily adaptable to any new technology with minimum training.
- Interested in learning new things and in implementation.
- Ability to work individually, in-group.

SUMMARY

- From Jan 2022 till date with (Ewan Human Resources Company) –Saudi Arabia
- From Feb 2017 till Dec 2021 with (Ewan Human Resources Company) –Saudi Arabia
- From April 2013 till Jan 2017 with (Ewan Group) –Saudi Arabia

EXPERIENCE

EWAN HUMAN RECOURSES COMPANY- RECRUITMENT MANAGER

JANUARY 2022-NOW

- Overseeing the day-to-day operations of all team members to ensure goals are communicated and understood.
- Ensure that the team has the skills, capabilities, and support to play their role effectively.
- Partner with hiring organizations to implement recruitment and staffing strategy addressing current and future recruitment needs.
- Assist in the daily operation of the overseas recruitment together with the Senior Hiring Manager
- Negotiate offers by partnering with the higher Management, benefits, relocation, and compensation departments, including HR Generalists as needed.
- Continuously benchmark best practices for selection and recruitment processes.
- Build trusted relationships with senior management, business unit managers, and human resource managers to ensure that recruitment processes are efficient, effective, and timely.

RECRUITMENT SPECIALIST- EWAN HUMAN RECOURSES COMPANY

FEBRUARY 2017 -DECEMBER 2021

- Ability to establish good relationships with international workforce providers.
- Participate in the interviewing process on an as-needed basis.
- Source candidates through recruitment agencies.
- Identify qualifications of candidates based on specifications within the job description and select qualified candidates to present to the hiring organization.
- Perform full-cycle recruitment process through screening, interviewing, testing, and shortlisting.
- Responsible for all coordination between organizations and candidates for anything related to interview scheduling, offers, and candidates' feedbacks.
- Strong experience in the recruitment process.
- Full knowledge of Muqem, Enjaz.
- Knowledge of processing job applications through embassies in the Kingdom of Saudi Arabia.

AHMED KAMAL

RECRUITMENT MANAGER
EWAN HUMAN RECOURSES
COMPANY

GENERAL ACCOUNTANT- EWAN GROUP

APRIL 2013-JANUARY 2017

- Prepare financial transactions by entering data.
- Reviewing all financial transactions for accuracy and ensuring that accounting records are up to date.
- Preparing financial statements, and other reports based on standard accounting practices.
- Providing reports to management regarding the financial status of the company.
- Reviewing financial statements and recommending adjustments to improve accuracy of reporting.
- Managing accounts payable and receivable, including collecting payments and identifying potential risks of non-payment
- Reviewing financial data to identify trends, opportunities, and risks in order to make strategic business decisions.
- Recommending financial action by analyzing accounting options.

EDUCATION

FACULTY OF COMMERCE, ENGLISH SECTION, BENHA UNIVERSITY.

Department: accounting.

REFERENCES

WILL BE PROVIDED UPON REQUEST