

Mohamed Zalam

Head of Human Resources Sec.at Ministry of Trade.&Ind.

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Seeking a challenging position with a progressive organization that will effectively utilize my knowledge and expertise where I can grow with the organization and prove to be an asset for its effective functioning, be a team player for the achievement of organizational goals and its success.

Willing to relocate: Anywhere

Work Experience

Head of Human Resources sector

Ministry of Trade and Industry - Cairo

April 2022 to Present

Responsible of all Human Resources Management activities

Make all budgets concerning Human Resources sector

Designing the training programs according to the policy of the Ministry

HEAD OF ADMINISTRATIVE affairs sector

Delta company for steel Mill Egypt - Cairo

September 2018 to Present

Responsible for all strategic planning ,financial planning,training plan,and kind of human resources.

TRAINING & DEVELOPMENT GENERAL MANAGER

International center for training & Development - Dubai, AE

February 2017 to May 2018

The center is working in training & Development for the Gulf & Middle East countries using highly experienced instructors, lecturers and world - wide recognized speakers to meet the development of skills and expertise in all areas of Business & commerce sector

Job Description:

- * Identify "core competencies" of work force
- * Implement training programs.
- * Appraisal of training effectiveness.
- * Evaluating training and development programs.
- * Design "development way" for each position.
- * Identify and implement career development for each employee.
- * Management of all training materials of company.

TRAINING & DEVELOPMENT GENERAL MANAGER

Sadat Academy for Management Science

June 2007 to January 2017

Job Description:

- * Designing courses and materials to meet the training needs of the company
- * Consulting various departments and understanding their training need and requirements
- * To have knowledge of the relevant skill and qualifications required by the staff for effective performance
- * Evaluating the various training programs in the company
- * Managing and developing direct reporting staff
- * Managing and supervise the activities related to training programs in the company
- * Recommending a new changes to the existing training program it more effective

GENERAL MANAGER

Yasoo Juice Factory

December 2003 to December 2009

Job Description:

- * Having overall responsibility for relationships with existing clients and to develop new business opportunities
- * Accomplish business development activities by researching and developing marketing opportunities and plans, implementing sales plans, managing staff
- * Achieves marketing and sales operational objectives by contributing marketing and sales information and recommendations to strategic
- * Production, productivity quality and customer service resolving problems, identifying trends

TRAINING MANAGEMENT CONSULTANT

Sadat Academy for Management Science

January 2000 to June 2007

Teaching of many training programs and courses

- * Public authority of Queries
- * General Union of Doctors
- * General Union of Nursing
- * General Union of Chambers of tourism
- * NGO's and Civil Society Institutions
- * Faculty of management (Cairo - Alex - Tanta)
- * Ministry of mass communication
- * Egyptian Banking Institute

CREDIT RISK MANAGER

MISR International Bank

January 1991 to December 2003

Job Description:

- * Supervised credit reviews of all lending entities bank wide.
- * Reviewed/supported credit requests going to Loan Committee.
- * Generated opportunities for new business growth by drafting policies that drove improved compliance and risk protocols and complied with changing economic environment.
- * Provided financial analysis and risk forecasting to internal business partners and senior management.
- * Led, mentored, and coached a team of four commercial loan officers and six credit analysts.
- * Perform quarterly stress tests, monitor past due reports and troubled loans.

Education

DOCTOR OF BUSINESS ADMINISTRATION in WIDU, U.S.A

SADAT ACADEMY FOR MANAGEMENT

2011

Skills

- coaching (Less than 1 year)
- Financial planning (Less than 1 year)
- marketing (6 years)
- problem resolution (Less than 1 year)
- TRAINING (10+ years)
- Restaurant Management (10+ years)
- Project Management (10+ years)
- Financial Reporting (10+ years)
- Banking Operations (10+ years)

Certifications and Licenses

Doctor of business administration

October 2011 to Present

Doctor of business administration

Additional Information

SKILLS AND QUALIFICATIONS

- * Banking experience
- * Financial planning
- * Marketing & sales planning skills
- * Leadership & coaching
- * Client relation ships
- * Creative service
- * Training courses management
- * Complex problem resolution
- * Decision marking
- * Time Management