



## Hamed Moradi

Ref: C531-655

Years of experience: 9

HR Manager

Vima - Kayson

Age:

**32 years old**

Marital status:

**Married**

Military Service:

**Exempt**

Current Location:

**Iran, Tehran**

Nationality:

**Iran**

Preferred Locations:

**Iran**

Salary expectation:

**Not Specified/ Negotiable**

Mobile:

**+98 -9121549523**

Home:

**+98 -2188369426**

Work:

**+98 -2122373722**

Email:

**moradi.hmd66@gmail.com**

Address:

**NO 1, Golar Alley, Dadman  
Street, Shahrak Gharb**



www.irantalent.com

## WORK EXPERIENCE

PRESENT

**HR Manager** . 9 mos

**Vima - Kayson** . Iran. Tehran . Tehran

JUN 2019

Vima is the greatest subsidiary of Kayson company active in EPC market, founded in 1974, with more than 250 permanent employees plus 300 to 400 temporary (project based) employees. As HR Manager, I am responsible for all the HR activities such as HR Budgeting, Workforce Planning, Organization design, Job grading, job analysis, recruitment, talent development, Succession & Career Planning, performance management, Administrative affairs, C&B & ...

JUL 2019

**Senior HR Business Partner** . 1 yrs 6 mos

**Aryasasol Polymer** . Iran. Bushehr . Assaluye

JAN 2018

Arya Sasol Polymer Company is one of leaders and pioneers in producing polymer products like LDPE, MDPE, HDPE & ... in Iran, I worked there as Senior HR Business Partner, I was responsible for all HR Functions specially for these departments (Commercial, Finance, HSE, legal & Contracts)

JAN 2018

**Senior HR Business Partner** . 2 yrs 8 mos

**Fouman Chimie** . Iran. Tehran . Tehran

MAY 2015

FoumanChimie is an Industrial Group works in producing automotive chemical products, Lubricants, adhesives, household products and personal care markets. I was responsible in all HR areas for Sales & Marketing Department specially in merchandising project, my ordinary tasks was Workforce Planning, Recruiting, Performance Appraisal , Training & Development, Succession Planning, Termination, Career Planning and ... for all FC branches around Iran.

MAY 2015

**HR Planning Specialist** . 4 mos

**Golestan Business Group** . Iran . Tehran

JAN 2015

GBG is a Business Group works in different areas like FMCG, Car Importing, Construction and ... with more than 4000 employees. I was responsible in all HR areas like recruiting, training & development plans, workforce planning, succession planning, employee's development plan, preparing job descriptions & job specifications and ...

JAN 2015

**Talent Management & Development Specialist (HRBP)** . 1 yrs

**IranCell** . Iran. Tehran . Tehran

JAN 2014

MTNIranCell works in Iranian Telecommunication Market as second operator, I worked there as a HR Business Partner (Talent Management Specialist), I was responsible for all Hiring & Recruiting process from A to Z such as, Searching resume, Job Advertising in Social Networks, Interview process, Preparing the salary offer, On-boarding process.

Also responsible for employee's concern, Disciplinary meeting, maintaining key employees, Succession planning and preparing retention priority list for company .

AUG 2009

**HR Coordinator** . 3 yrs 4 mos

**Asre Toseye Danesh** . Iran . Tehran

APR 2006

Our company worked as a subcontractor with municipality and I was responsible for coordinating all HR Processes like Hiring (Interviewing, Recruiting), Maintaining (Salary, Reward, Recognition) and Development (Learning & training Courses) but in a middle scale.

## EDUCATION

**Kharazmi University** . Iran  
PhD 2015 -  
Human Resource Management - Organizational Development

**University of Tehran** . Iran  
Master (MSc/MA) 2011 - 2013  
Human Resource Management

**Allameh Tabataba'i University** . Iran  
Bachelor(BSc/BA) 2006 - 2010  
Public Administration

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## TECHNOLOGY SKILLS

ICDL	Advanced	.....
IFS - ERP	Advanced	.....
BPMS	Advanced	.....

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## LANGUAGE SKILLS

Persian (Farsi) I can speak as good as a native speaker  
English I can speak fluently without any problems

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## CERTIFICATE

**Job Analysis - Writing Job Description - Job Grading** . 2019  
Self Study . IRAN

**Performance Management (Define KPI - Systematic Appraisal)** . 2017  
IMQ . IRAN

**Assessor (Assessment & Development Center)** . 2018  
Dr Parviz Zarei (Consultant) . IRAN

**SHRM** . 2018  
IMI (Industrial Management Institute) . IRAN

**Labor Law** . 2015  
IMQ . IRAN

**Interview Skills+ DISC** . 2014  
Nilla Road Training Institute . IRAN

**Harvard Hiring** . 2014  
Harvard Publishing . IRAN

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## COMMENT

I would like to Improve my knowledge in all HR areas and develop my professional career as a HR Manager, I also want to continue my education to Post-doc of Human Resource Management.

I'm also energetic, hard worker, Problem Solver, Flexible, Critical thinker, reliable with good communication skill.

DISC Type: DI

MBTI Type: ESTJ

Belbin Team Role Priorities: Team Worker, Implementer, Plant, Resource Investigator, ...

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