

Majed Alharthy

<http://majed.alharthy.netcv.com>

majed-alharthy@hotmail.com

+966 54 398 6827

Abhur, Mohamed said st

Jeddah - Saudi Arabia

37 years old



Seeking for an HR position with (MSc in IR & HRM)

Objectives

Through my progress as a Masters student in Industrial Relations & Human Resource Management from National University of Ireland (2013-2014) and my substantial HR and marketing experiences gained while working since 2005. Also, based on my thesis, I have a firm belief that Total Reward Model, should be strategically aligned to the overall organization's goals and objectives. Thus, I have acquired a huge interest in HR, specifically in the areas of organisational development, rewards & compensation, and/or generalized human resources.

Currently I am seeking for an HR position in progressive organization that requires ambition, creativity and new ideas while offering opportunities for career advancement with the objective of developing myself and obtain more experiences which will lead me to add value for your organization in future.

Professional Experiences

HR Reward Specialist

Since May 2015

Assist in the development and implementation of the company's remuneration strategy so that the company's associates' compensation and benefits program are aligned with the organization's goals and objectives. Also, Job Evaluation & Job Description for more than 8000 employees.

Abdul Latif Jameel Co. Ltd- Jeddah

Saudi Arabia

HR Services Supervisor

From February Till April 2015

Managing the medical insurance by follow the policy activation. Also, fully responsibilities to support our company from HRDF, and fully responsibilities of on-boarding.

Basamh Trading Company

Jeddah - Saudi Arabia

Senior Office Administrator

From June Till July 2013

Perform administrative, organising and research tasks requiring a sound understanding of organisation policy and structure. Coordinate and organise meetings/seminars within the project and with external providers and assist with the preparation of presentations, agendas and minutes. Also, maintains confidential records and filing of reports, correspondence and related material for ease of retrieval in accordance with approved program wide procedures.

Note: I left this position to pursue further education in human resource management.

Parsons

Riyadh - Saudi Arabia

Admin Assistant of Visual Merchandising Manager

From June 2007 Till May 2013

Conducting field surveys in terms of future planned projects and assignments and managing detailed projects assigned by the line manager in terms of retail development Pharmacies. Also, supervised the marketing activities in implementing of designing and renovate the Pharmacies. In addition, managed system to monitor IN/OUT promotions, material sent to the pharmacies. Finally, managed the uniform planning and distribution, plus the designing assessments.

Note: I left this position to pursue further experience in administration and human resource management.

Al Nahdi Medical Company

Jeddah - Saudi Arabia

Medical Insurance & Personal Administrator

From January 2005 Till June 2007

Al Nahdi Medical Company

Jeddah - Saudi Arabia

Conducting employment letters issuance, forms design, payroll, vacations, Indemnities, and Investigate and fines issuance as per company and labor office rules. Also, good knowledge for employees filing and following. Perfect knowledge for company personnel system Oracle. Finally, fully responsibilities to handle the medical insurance contract for more than 5000 employees by choose the best contractual offers and follow the policy activation.

Educational Background

MSc in Industrial Relations & HR Management

December 2014

National University of Ireland, Galway

Galway - Ireland

- My dissertation was about "THE TOTAL REWARD MODEL AN EFFECTIVE APPROACH TO ACHIEVE ORGANISATIONAL OBJECTIVES IN THE KINGDOM OF SAUDI ARABIAN ORGANISATION".

- Online Flexible PRP Reward System project.

Design of an equitable Performance-Related Pay (PRP) Online Reward System for the Reward Systems module within the MSc. in IR & HRM. Also, the group achieved the highest mark within the Masters class, and gained high praise from senior reward managers and officials from a world-renowned medical device company.

MBA, Human Resource Management

December 2012

The University of Wisconsin

Whitewater

Whitewater - United States

Note: I was unable to complete my degree because when I went to Saudi Arabia in July, 2011 asvacation and to renewal my US visa, unfortunately the US embassy told me your visa will takedtime. Thus, I decided to move to Ireland to get a new Master instead of waiting and wasting time. (I am going to complete it online).

Course, English Language

November 2010

Wisconsin English as a Second

Language Institute

MADISON - United States

BBA, Marketing

February 2008

King Abdulaziz University

Jeddah - Saudi Arabia

Skills

Communication Skills

Gained while working.

Microsoft office

Gained while working

Strong computer skills

Gained while working

Ability to work to deadlines under pressure

Gained while working

Good Team worker

Gained while working

Languages

Arabic

Native language

English

Fluent

Personal Interests

Sports

Swimming, Diving, Football, Volleyball, and Tennis.