



Khalid Abdulmajeed

HR Professional & Pre-Entrepreneur

Personal Information:

- DOB: 1 July 1985
- Marital Status: Single
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Skills:

- Trainer
- Leadership
- Communication
- Problem Solving
- Management Skills

About Me:

I am an HR passionate and a pre-entrepreneur. I have developed many initiatives which resulted in higher employee productivity and commitment. My passion for HR lead me to establish Maharati Consultancy on September 2018 where it focus on empowering youth with required skills of employment and HR Consultancy services.

I'm currently looking to reinstate my self in career to gain more experience and fulfill my passion in HR .

Work Experience:

- **HR Manager | October 2022 - October 2023**
- **Nuetel Communications**
- Managing HR Department
- Developing Training Plans
- Improve productivity and discipline
- Employee wellbeing and Engagement
- **CEO & Founder | Sep 2018 – Sep 2022**
- **Maharati Consultancy "Startup company"**
- Management Consultancy
- HR Consultancy Services
- Design Training Programs for Training institutes
- Recruitment
- Training "Actual & Virtual":
 - Trained up to 70 HR Professionals
 - Trained up to 150 Fresh graduates and Undergraduate students
- **Industrial Relations Manager | Sep 2014 – July 2019**
- **Batelco**
- Team member of HR infrastructure project for the company with Ernst & Young. The project included compensation and benefits, HR policies, pay scale and career development
- Ensuring that all employees adhere to the Company's code of discipline
- Ensure that all the Company's managers and employees at all levels are well educated and updated on the company's policies, rules and regulations as well as the Labor Law
- Managing the provision of counseling and built counseling and consultation HR relations to employees

- Managing the investigations on the grievances raised by the employees or the departments of the company and ensuring fair solutions are implemented for all parties concerned.
- Handling the fraud cases in a confidential and professional manner and via coordination with Batelco's top management and ensuring that the Company's well and rights are properly protected.
- Ensure that GOSI and Batelco management adheres to the Social Insurance rules and regulations, and that all employees are well educated and updated on these rules and regulations.
- Ensure that all the Company's managers and employees at all levels are well educated and updated on the company's policies, rules and regulations as well as the Labor Law especially from the laborers' and HR perspectives and assist line managers to apply and understand them in a professional manner.
- Following up Batelco's Trade Union affairs and ensuring that all actions agreed by both the company's management and the Trade Union are effectively and efficiently implemented for the benefit of the employees and the Company.
- Managing the provision of counseling and build counseling and consultation HR relations to employees, ensuring that related issues/activities are coordinated with the relevant departments and that high/quick response is made to meet the business needs and requirements.
- Ensuring work are implemented and followed up on a usual basis with the company's lawyer especially towards court cases and application of both labour law and commercial law.

- **Labor Market Specialist | Nov 2013 – Sep 2014**

- **Bahrain Chamber of Commerce and Industry**

- **Teller | Aug 2011 – Oct 2013**

- **Bank of Bahrain and Kuwait**

- **Sales Assistant | Assistant July 2010 – Feb 2011**

- **Yusuf Abdulwahab Al Hawaj**

Education:

- SHRM SCP Certification Program – Origin Institute, Sep to Dec 2019
- Provisions and Principles of Bahrain Labor of the Private Sector Diploma, Victory Training & Development Institute, 2018
- Professional TOT Course on Community Dialogue Design & Facilitation, Search for Common Ground & Bahrain Foundation for Dialogue, 2017
- Labor Conflict Management workshop, SPOTS, 2017
- B.Sc in Economics & Political Science, Cairo University, 2009

Languages:

- Arabic: Mother Tongue
- English: Fluent

Hobbies:

- Reading
- Travel

References available upon request