Professional Profile

Hazem Moussa

HR Leadership with Personnel and Payroll Expertise

Professional experience since 2008 | Egypt and the Gulf



Professional overview

I lead human resources with a focus on connecting business needs with people performance. My experience combines HR infrastructure, personnel operations and payroll, supported by effective communication, compliance and practical process development.

I have served as HR Manager at BMC Almasrya since July 2020. My career spans manufacturing, construction, logistics, healthcare, education and telecommunications across Egypt and the Gulf.

I share this experience through training and specialist content, and develop digital tools that help HR practitioners understand procedures, organize information and apply their knowledge at work.

Areas of focus

HR leadership Connecting recruitment, performance management and workforce development with business goals.

Personnel and payroll Organizing employee records, HR procedures, payroll and settlements.

Labor legislation and social insurance Making requirements understandable and connecting them with workplace practice.

Training and digital tools Turning professional experience into practical learning and usable applications.

Professional website | LinkedIn profile

Career history

A progression from HR coordination to HR management across different sectors and regional markets.

Period	Position	Organization and sector
Jul 2020 - Present	HR Manager	BMC Almasrya Egypt | Manufacturing
Sep 2018 - Jun 2020	Acting HR Manager	Hassan Abul Group Kuwait | Construction
Jul 2017 - Aug 2018	HR Section Head	ATEB Group Egypt | Logistics
Feb 2015 - Jun 2017	HR Supervisor	Majestic Medical Center Qatar | Healthcare
Jan 2014 - Feb 2015	HR Senior Officer progressing to HR Supervisor	Pharos University Egypt | Education
Dec 2012 - Dec 2013	HR Personnel Specialist	Lord International Egypt | Manufacturing
Dec 2010 - Dec 2012	Customer Service	FedEx Egypt | Transport and logistics
Jun 2008 - Dec 2010	HR Coordinator	Vodafone Egypt Egypt | Telecom and digital services

Education and professional development

Professional Master of Business Administration Alexandria University.

HR Diploma Cairo University | 2014.

Management Information Systems King Marriott Academy | 2008.

Systems and supporting skills

Microsoft Office and Excel for HR, OfOQ HCM and MENA payroll systems. Excellent spoken and written Arabic; good spoken and written English.

Training and professional projects

Training and knowledge sharing

I deliver practical training and content on personnel, payroll, labor legislation, social insurance and Excel for HR, connecting concepts with workplace cases and daily procedures. My professional courses include training of trainers, presentation and communication skills, and HR applications of Excel and Visio.





Training sessions and discussions with participants

Selected digital projects

Your Legal Reference A platform bringing together specialist content and references on labor legislation and social insurance.

Net and Gross Salary Calculator A tool for calculating net and gross pay with tax and social insurance breakdowns.

Namozagy Insurance Forms A tool for preparing social insurance forms as PDF files for easier preparation and review.

Selected video

Guest contribution to Demagh Regala on Al Nahar Life, discussing CV preparation and awareness of employee rights when starting a job.

Watch an excerpt

Professional contact

For training, workshops and professional collaboration in human resources

+20 103 000 6087 | hazem.mousa85@gmail.com

Professional website | LinkedIn profile | YouTube