

TURKI A. AL SHAAFAL

P.O.Box. 11351 Jeddah 21453

Mobile: +966 565656204

Telephone: +966 2 6633038

Email: turki@the-grandesign.com

Nationality: Saudi

Married Status: Married with three children

Over 18 years experience in the fields of Human Resources Management & Development, traversing such industry sectors as automotive, FMCG and Advertising Agency.

Strong leadership, communication, negotiation skills and account management translated into signing agreements and launching projects. Ability to work with various teams within the organization and across various organizations private, semi government and government. A wide spectrum network, established links with various development agencies and development funds. An established leader who can make things happen that includes implementation of international HR practices, compliance of policy and procedures, revamping employee handbook, updating policy / procedures / descriptions, recruitment processes, and retention schemes. Introduced conflict resolution practice, and played major role in change management initiatives. Very well familiar with labor law, employees relation, and benefits administration. Excellent in collaborating with senior management to formulate Human Resources strategy; and support achievement of corporate objectives.

Bachelor Degree in Mass Communication – Public Relation/Advertising at King Abdul Aziz University, Jeddah, Saudi Arabia, in the Fall – Semester Year: 1998 – 1999.

- Fluent Arabic language (mother tongue)
- Very Good command of spoken and written English.

- Attended Training Course on "Effective Marketing" at Jeddah Training Center – Jeddah Chamber of Commerce & Industry from 31 July 1999 to 04 Aug. 1999.
- Attended the "7th Annual MECSC Convention" on 26 – 28 March 2001.
- Attended course E2 in "English Language" at the British Council Jeddah from 24th April to 07th June 1999.
- Attended course P12 in "English Language" at the British Council, Jeddah from 11 Sept. 1999 to 27 Oct. 1999.
- Awarded 2 Appreciation Letters from Police Station in Makkah Region in supporting campaigns to educate people from security and traffic awareness program on 2000 – 2001.
- Attended to Human Resources Forum on Jeddah from 18-22 Oct.2008

AI NAGHI RED BULL
HR & Administration Manager

From Mar. 2014 to Oct. 2017

Responsibilities Include the following:

- To ensure the implementation of the Saudization across all department and help in maintaining the Saudization percentage up to the required level by working closely with the team.
- To enhance organization capability by effectively recruiting, developing and retaining national talent, based on current and anticipated business priorities.
- To support overall HR processes under the guidance of Regional HR through policies and practices which demonstrates Red Bull values and comply with the Labour Law.
- To respond proactively in an innovative and effective manner to employee concerns and people management issues under the guidance of Regional HR.
- Redefine the company's organizational chart after the ban of energy drink implemented in Saudi Arabia. And replace all Wing Team (Sampling Team) to Merchandizer Team.

The Grandesign Agency, Reset Arabia (IT) , MOC (construction)
Managing Director

From Oct. 2012 to Feb.2014

Responsibilities Include the following:

- set up the company's (legal, management, etc..)
- communication campaign
- Stakeholder engagement
- Corporate benchmarking
- Brand management
- Performance optimization via ROI
- Identified opportunities and undertook initiatives by successfully expanding into new territories

Abdul Latif Jameel Group (Drive Agency)
Human Resource General Manager

From Oct. 2002 to Oct. 2012

Responsibilities Include the following:

- To ensure that all necessary recruitment formalities are properly in place.
- To ensure that all working visas & visit visas & exit/re-entry & Iqamas are properly issued & monitored.
- Ensure that the General Policies & Procedures are strictly implemented.
- Create the new policy for the branches outside KSA.
- Report directly to the CEO.

JEDDAH MALL, SAUDIA ARABIA (Shopping Mall)
Mall Manager

From Jan. 2001 to Jun. 2002

One of the largest and leading mall center in the in Jeddah, Tahliah St., the Mall has more than 70 shops.

Responsibilities Include the following:

- Managing day by day operations such as security services, cleaning services, leasing, marketing, promotions of new displays & innovative campaigns & ideas during Ramadan, Hajj, etc. & other activities to attract more prospective customers.
- To arrange and replace new displayed brands in top priority such as lingers, branded items, etc.
- Contact with government agencies in solving problems.

**Kamal Othman Jamjoom Est. (The Body Shop – Mikyaji)
Area Manager***From Apr. 1998 to Oct. 2000*

Responsibilities Include the following:

- As Asst. Marketing Manager for Body Shop & later promoted as Operations Manager for Make-Up Brand "Mikyaji" my responsibilities includes staffing, search new suitable locations for the shop, brands, pricing & various promotions.
- Handles promotions for "Back-to-School Offer", "Ramadan Campaigns", "Hajj Campaigns", "Summer Campaigns", etc.
- To ensure that stocks are in system and orderly manner.
- Analyzing, organizing & implementing of selling & marketing plans.

Available upon request.