

IMAN SHAHANGI

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Experienced manager with more than 14 years of experience and bachelor's degree. Talented leader with excellent planning, project management skills and the ability to meet the company's budget by monitoring project expenditures. In 2015, appointed as a general manager in Dalahoo Beton Saei Company, where have been successful in improving team performance through innovative management policies.

QUALIFICATIONS

- ✓ Strong analytical and critical thinking
- ✓ Ability to leadership and team player role
- ✓ Ability to resolving conflicts and maintain a positive environment within the workplace
- ✓ Excellent analytical and time management skills
- ✓ Ability to work in fast-paced environment
- ✓ Possess excellent organizational and management skills
- ✓ Anticipate consequences and evaluate alternatives before acting
- ✓ Multitasking and managing competing priorities and expectations

WORK EXPERIENCE

General Manager and Vice Chairman of the Board, December 2015 – Current

Dalahoo Beton Saei Company, Tehran, Iran

- ✓ Allocating material, human, and financial resources to implement organizational policies and programs
- ✓ Developing structure to manage and report on the business' divisions and performance
- ✓ Leading negotiations with suppliers and partners to ensure reasonable costs and quality
- ✓ Analyzing industry conditions and trends to achieve and maintain a competitive position in the marketplace
- ✓ Establishing financial and administrative controls

- ✓ Formulating and approving promotions
- ✓ participating in sales and marketing and lead sourcing to ensure high-quality work
- ✓ Managing, planning, and communicating with R&D unit to develop the corporation

Human Resource Manager, March 2011 – November 2015

Artiman Company, Tehran, Iran

- ✓ Coordinated and lead the full-cycle recruitment process, including screening, creating, and scheduling interviews
- ✓ Answered general HR inquiries and provided routine information on policies, guidelines, and practices
- ✓ Supported the annual performance management and compensation review process
- ✓ Provided support on various HR and admin projects
- ✓ Worked closely with managers to ensure performance management systems are conducted in keeping with policy, practices and procedures

Human Resources Specialist, February 2007 – March 2011

Green Magic Company, Tehran, Iran

- ✓ Managed and maintained accurate employee files to ensure all records are up to date
- ✓ Maintained accurate records and compiled statistical reports relating to personnel data
- ✓ Administered benefits plans including enrolments, changes, and terminations
- ✓ Processed required documents through payroll and insurance providers to ensure accurate record keeping and proper deductions
- ✓ Performed full-service recruitment functions from composing job postings, screening and interviewing candidates
- ✓ Maintained all compliance requirements related to recruitment, onboarding, payroll and discharge

EDUCATION

Bachelor's degree in Psychology – Industrial & Organizational, September 2000 - July 2004

Islamic Azad University, Tehran, Iran