

<https://thezenwellnessresort.com/job/partners-culture-director/>

Partners & Culture Director

Description

To provide strategic leadership to the Human Resources function by developing and implementing HR strategies, policies, and programs that support the resort's goals, ensure legal compliance, and promote a positive organizational culture focused on employee engagement, development, and wellness.

Responsibilities

Strategic & Organizational Leadership:

- Develop and implement HR strategies aligned with the resort's mission and objectives.
- Advise senior management on HR-related decisions, workforce planning, and organizational design.
- Foster a culture of employee engagement, wellness, and continuous improvement.

Recruitment & Staffing:

- Oversee the full recruitment cycle from job posting to onboarding.
- Partner with department heads to forecast manpower needs and ensure timely hiring.
- Maintain relationships with recruitment agencies and local training institutions.

Training & Development:

- Develop annual training plans in collaboration with department heads.
- Implement performance management systems, appraisals, and career development programs.
- Monitor training effectiveness and ROI on learning initiatives.

Employee Relations:

- Promote positive employee relations and handle grievances professionally and confidentially.
- Conduct investigations into disciplinary issues and recommend appropriate action.
- Ensure consistent application of policies and procedures.

Compensation & Benefits:

- Oversee payroll accuracy in collaboration with Finance.
- Review and recommend competitive compensation structures.
- Manage employee benefits programs and ensure legal compliance with social insurance and taxation laws.

Compliance & Policy Management:

Hiring organization

The Zen Wellness Resort

Employment Type

Full-time

Reporting to

General Manager

Job Location

Aswan Western Agricultural Road,
1252031, New Aswan City, Egypt

Date posted

November 4, 2025

- Ensure compliance with Egyptian labor laws and social insurance regulations.
- Maintain updated employee records and HR documentation.
- Lead periodic audits of HR processes and documentation.

Health, Safety & Wellness:

- Coordinate with the wellness department to promote a healthy and safe working environment.
- Develop wellness initiatives aligned with Zen Wellness standards.
- Key Competencies:
 - Strategic HR Leadership
 - Labor Law Knowledge
 - Employee Engagement & Wellness Focus
 - Training & Development Expertise
 - Excellent Communication & People Skills
 - Strong Ethical and Confidential Approach
- Qualifications & Experience:
 - Bachelor's degree in Human Resources, Business Administration, or related field (Master's preferred).
 - Minimum of 7–10 years HR experience in the hospitality industry, with at least 3 years in a managerial or director-level position.
 - In-depth knowledge of Egyptian labor laws and hotel HR operations.
 - Proficiency in HRIS systems and Microsoft Office Suite.
 - Fluency in English and Arabic.