

(RESUME)**Fatemeh(Reyhaneh) Daneshvar Hosseini**

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Education:

- **Brunel University** London, UK
Business Intelligence and Digital Marketing , Master (MSc/MA),
Sep 2023- Ongoing
- **Tehran University** Tehran, Iran
Social Welfare and Development Planning, Master (MSc/MA), GPA A+
Sep 2019- mar2022
- **Tehran University** Tehran, Iran
Doctorate of Business Administration (DBA), GPA A++
Sep 2016 - Jul 2018
- **Tehran University** Tehran, Iran
Financial management, Doctorate (PhD), GPA *Unfinished due to state problems*
Sep 2013 - Oct 2013
- **IMI(Industrial Management Institute)** Tehran, Iran
Executive Master of Business Administration, MBA, GPA A+
Oct 2009 - Aug 2013
- **Tehran University** Tehran, Iran
Italian Literature, Bachelor (BSc/BA), GPA 17/80
Sep1998 - Dec 2002

Honors:

- Lecturer at first national Congress of **Personal Branding** and first interpreter of “digital footprint “ in Iran
- First person who define the sacrifice model of IKIGAI on the basis of western psychology
- Being the direct student of professor” Werner Erhard” and “Steve Zaffron”
- Always Being Among Top Students, Taking Diploma at age of 15

Work Experiences:

- **AutoShenas**
Human Resource Director
Jan 2022-Sep2023
Defining HR Strategies
Remodeling Hiring processes
Providing personnel with professional and personality map
preparing HR department a5years development Gant Chart
Reducing staff resignation turnover from 60% and 6-month loyalty to 35% with 14-month stay.
- **Lavan Communication**
Business Development Consultant/ HCM
Dec2020-Jan 2022
Defining HR Strategies
Remodeling Hiring processes
Providing personnel with professional and personality map
Also being their business development consultant, providing the company with new markets, and new business models

- **Aratel VC**

Business Development Consultant

May 2018 - Feb 2020

Aratel VC is an Iranian Venture Capital Company providing full stack ecosystem for Start-Ups, there as a business consultant I was involved in some projects Such as Daroopin, as Content Manager and trainer of the Content team Members,8 Pharmacists.

Another Projects Was Luminous, an advertising start-up proving digital-marketing services for companies, and work as a Marketing consultant and strategist, plan budgeting the campaigns, sourcing customers, finding leads, checking the results and analyze them.

Also preparing business-plan for young teams who use our co-work area and mentoring them to learn how check the feasibility and commercialize of their idea.

- **FamPac Global Empowerment**

HCM-B2B Executive

Jul 2016 - Sep 2018

FAMPAC's management consulting offered customized advice and expertise for public and private organizations looking to enhance business practice and delivery. As HCM and B2B Executive I was in charge to do negotiations, managing and proving the contracts, and account management, and be in touch with our foreign team members, Ecole Des Ponts Business school Paris. **JCPOA**

The Company was not able to continue to its activities in Iran, after the withdrawal of the United State of America from JCPOA (BARJAM).

- **Pooya Gharb Co.**

Executive personal Assistant to C.E.O

Aug 2013 – Jun2016

Pooya Gharb Co. is the biggest producer of the power distribution & transmission conductors in the Middle East and the second producer of Casablanca ACCC in the world.

I started my work there as executive personal assistant to CEO.

The most important task was to follow up and monitor contracts progress, considering that our notable client was government and especially ministry of Energy.

Being a member of Sales programming and targeting team was my another responsibility in this company.

To do daily and urgent tasks given by CEO was in my working schedule.

- **Mahan Steel Company**

International Affair P.A Of C.E.O/HR Incharge

Oct 2010 - Feb 2012

In this reputable Iranian holding that owns a Soccer Team? many factories active in different industries, and is a shareholder of a Private bank and insurance company, I started my job as an admin member, but after a probation period considering my above-standing performance, I was promoted to Chairman of International Affairs consultant. Translating all foreign contracts, being in business meetings, considering new investing opportunities, and following up on meeting minutes with members of the board. There, I was the person who suggested implementing the ERP for the holding and I was in the team considering and selecting it, which has a great effect on controlling the cost and processes,

- **Bank Mellat**

Efficiency research center analyst

Nov 2010 - Feb 2011

Bank Mellat is greatest Iranian private Bank. There I was employed as efficiency analyst at their research center. Due to my education it was a great opportunity, but the salary was too low to continue.

- **Remis Information Technology**

P.A. to managing Director/ Admin Supervisor/ H.R Supervisor

Oct, 2007 - Mar, 2010

In this well-known IT company,I was in charge of A to Z of the recruitment process Tasks like defining the Ideal candidate criteria, preparing job descriptions, advertising Vacancies and then screening CVs, selecting candidates, doing phone interviews, setting up employment interviews, and so on. I am also an administrative supervisor

And take care of office issues.

Most of all, I was the personal Assistant of the Managing director and I coordinated his meeting Schedule, answer his emails, follow up on official contracts, keep in touch with the board, and follow up on the SWOT minutes.

Please take into consideration that our company has +250 staff.

"You improved my efficiency by 200%" is the best feedback ever given by Remis M D

- **Iran Talent**

H.R Consultant/ Bilingual Assistant

Nov, 2005 - Sep, 2007

In this Iranian Recruitment Agency headquartered in Dubai, at first, I was employed as a bilingual assistant but after passing the probation period I was promoted to Bilingual H.R Consultant. I did all the processes of selecting a suitable applicant for the companies, our clients, from A to Z such as CV review, the interviews, preparing candidates' profiles, and sending final shortlists for the companies that used our services. I was also responsible for making candidates' profiles, adding comments, and updating the Stats logs, and our database.

Working with CRM,

During the above-mentioned time, I Translated a book " Saving Your Marriage Before It Starts "published by Ghatreh Publication.

- **Green Culture Publication**

Green Culture Publication office administration

Jan 2001-Oct 2005

I was a columnist, editor, and Representative of the Magazine at the International Press Fair for two years .

In this publication which is jointed with Green Family and Green Home Magazines, I did the interior management of the publication part. I was responsible for selecting suitable people to work there and also, and I was also responsible for purchasing new books, especially Historical, psychological, and literature books. Also, I was in charge of controlling the library of the publication which is used by staff. All of the above I translated a lot of texts, news, and stories for them. Simultaneously also I worked as a tutor of English and Italian Literature.

From 2005 till 2020 continued my collaboration as a freelance content creator for the complex of magazines and the Green family website which became the best family website of the year in 2018.

Certificates:

- Certificate of Being a **Leader and to The Effective Exercise Of Leadership/ Ontological / Phenomenological Model**, issued by Landmark, UAE ABU Dhabi (2016)
- Certificate of **Philosophy for children** issued by **IHCSIR (2020)**
- Certificate of **Educate Teens to write creatively/ 4 Grades** issued by **Academy of Persian Language and Literature and ICOM Iran**
- Certificate of **Advanced Translation** on the basis of Chomsky Grammar Method from Tehran University
- **FCE** Certificate from Zaban Sara Institute, Tehran.(2000)
- Certificate of Internet, **ICDL** from Cavendish College, UK, GPA (2003)
- Certificate of Interior & **Architectural Design**, from Cavendish College, UK (2009) GPA 95/100

Computer Skills:

Tableau=> intermediate

Internet Search & Sourcing => Expert

MS Office => Expert

WIN Q SB (network modeling) => Expert

WIN Q SB (Linear and Integer programming) => Expert

WIN Q SB (SPSS) => Expert

NNIVO => able to working

AHP => Expert

TRELLO => Expert

SLACK => Expert
MS CRM => Expert

Languages:

- **English** => Fluent
- **Italian** => Fluent