



MONA DANYALI

Human Resources Planning Manager

CONTACT

+989123404175

M.Danyali.HR@gmail.com

No. 1, Saei Alley, Valiasr St.

SKILLS

- Public Relations
- Teamwork
- Team Building
- Time Management
- Leadership
- Effective Communication
- Critical Thinking
- Problem Solving
- Change and Risk Management
- Process management
- Teaching and lecturing
- Policy formulation and implementation
- Decision Making
- Knowledge and Innovation management
- Strategic Management and Planning

LANGUAGES

- Persian (Fluent)
- English (Intermediate)



WORK EXPERIENCE

Golrang Industrial Group

2024 - PRESENT

Human Resource Planning Manager

- Established GIG human resource planning strategic documentation
- Implementation of Assessment center for Applicants
- implementation of human resources modules based on 34000 in all companies
- Budgeting all HR process based on Index and measure
- Orchestrated Human Resource and Workforce Planning, optimizing structural productivity.
- Implemented Talent Acquisition strategies with psychometric and cognitive assessment instrument.

IRANDAR

2021 - 2024

Human Resource Manager

- Organizational structure design
- Drafting of these letters and general instructions
- Creating an individual and organizational development plan
- Diagnostics and implementation of human resources modules based on 34000
- Design of a service compensation system and job grading
- Reconsideration of the occupational classification scheme
- Planning, designing and implementing performance management
- Upgrade system design
- Developing an employee appointment system based on organizational culture
- Job analysis(Recruitment conditions, type of organizational key post, occupational risks, powers and responsibilities, post routines,...)
- Oversee the evaluation, classification, and rating of occupations and job positions
- Implementing training and compiling training charts based on position and organizational level
- Coordinated strategic initiatives and policies as CEO Deputy of MIM Human Capital Policymaking Council, achieving alignment across subsidiaries.



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LANGUAGES

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WORK EXPERIENCE

IRANDAR

2021 - 2024

Human Resource Manager

- Pioneered Industry-Academy collaboration, managing projects for strategic investment and industry problem-solving through academic research, implemented ideation and innovation management system, leading to an innovation center jointly with University of Tehran.
- Successfully implemented an integrated performance management system in the 28 subsidiary companies, resulting in enhanced accountability.
- Serve as a link between management and employees by handling questions, interpreting and administering contracts and helping resolve work-related problems..
- Identify staff vacancies and recruit, interview, and select applicants.

Pakshoo, Tehran

2014 - 2021

Head Of HR Planning and development

- Design and Develop a Modified System for Salary and Compensation Calculation
- Established a Competence-based Training Linking job values to competencies and training courses.
- Developing Promotion, Corporate University and Recruitment Systems.
- Established and led Corporate University English department, improving knowledge assets index.
- Hire employees and process hiring-related paperwork.
- Review employment applications and job orders to match applicants with job requirements.
- Schedule or conduct new employee orientations.
- Interview job applicants to obtain information on work history, training, education, or job skills.
- Perform searches for qualified job candidates, using sources such as computer databases, networking, Internet recruiting resources, media advertisements, job fairs, recruiting firms, or employee referrals.
- Monitor, evaluate, or record training activities or program effectiveness
- Evaluate training materials prepared by instructors, such as outlines, text, or handouts.
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WORK EXPERIENCE

GOLRANG INDUSTRIAL GROUP

2021 - 2024

Human Capital Planning Manager

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Pakshoo, Tehran

2025 – Present ☒

Head Of HR Planning and development

- Directed strategic workforce planning across a diversified holding company comprising multiple subsidiaries.
- Developed enterprise-wide human capital planning frameworks, governance models, and workforce forecasting methodologies.
- Led annual headcount planning, workforce budgeting, and organizational capacity planning initiatives.
- Leveraged workforce analytics and HR metrics to support executive decision-making and long-term business planning.
- Drove organizational design and restructuring initiatives to improve operational effectiveness and organizational agility.
- Established standardized manpower planning processes and governance across subsidiary companies.
- Collaborated with C-level executives and business leaders to align human capital strategies with corporate objectives.
- Identified future talent requirements through strategic workforce planning, succession planning, and capability assessments.
- Delivered executive dashboards and strategic reports on workforce trends, productivity, and organizational performance.
- Led cross-functional HR initiatives supporting organizational growth, digital transformation, and change management.



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EDUCATION

Master of Information Technology Management 2016 - 2019

Science & Research Branch, Islamic Azad University
Dissertation: "Identification Behavior Pattern Of Organizational Intranet and Portal based on users Personality Traits"

Bachelor of Electronic Engineering 2006 - 2011

Yadegare emam Branch, Islamic Azad University



Publications

Books

- Translation of the book ISO 56002 Innovation Management 2019 edition

Journal Publications

- The role of technology in improving human resource processes
The Fourth National Entrepreneurship Conference of Sharif University of Technology
- The role of digital transformation in shaping organizational culture
Challenges and opportunities for business leaders