



Al-Habib Overseas Pvt. Ltd.
Manpower Consultants



Our Vision

Global Value - Added
Human Resources
Solutions Firm

Profile

Al Habib Overseas Pvt. Ltd was established in 2008 . Today it is a fast upcoming placement cell expertise in offering professional and experienced services to meet all organizations placement needs. Our company aims in providing exceptional leaders and organizational solutions through a committed long term client relationship built on key values of E.S.R.I.T i.e. Excellence, Service Responsibility, Innovation and Teamwork. The company aims in providing professional recruitment services for all type of personnel's at all levels and in all disciplines for a diverse range of industry sectors. Efficient teamwork, more importantly adds the desire to support this claim.

As a fast growing company we offer enthusiasm, innovation and flexibility. At the same time, we have huge amount of experience covering all aspects of recruitment and providing any type of manpower in order to build a strong reputation for responding to our client's requirements with discretion, understanding and efficiency. We cover till the assignment is successfully completed and commit the appropriate resources of as many associate offices around the country, as necessary to ensure project completion. We work with you throughout the entire process of the search, from research, shortlist and selection, contract evaluation to offer.

We have the confidence and ability to recruit the right people at right position, which comes from a vast experience and understanding of all our client's business operations. We employ only the best, most informed candidates countrywide and use the market sector knowledge that we have accumulated over the year, to the benefit of all our clients. Our candidates come through our huge network and our resource pools. We filter candidates for our client's requirements, matching skill sets, personality and experience to the needs that they have. This is the most added edge through which we can provide complete portfolio of recruitment either for one individual or for whole workforce.

Being in the placement sector for 13 years, our team has the ability to reach across industries in the provision of professional staffing solutions due to the strength, quality and discipline of our recruitment process and our well-experienced staff. Our recruitment operations are arranged into industry specific business units, employing dedicated recruitment teams with specialist industry knowledge Construction & Maintenance Division, Oilfield Divisions, I.T. Placement Division, Hotels & Cruise Linear Division and Medical Staff Division each specializing in a different industry sector and each of which has further specialists to deal with these niche areas. All our specialist sector teams focus solely on your industry which means that they understand how they have the functions and which will suit them? We also have number of strategic partnership arrangements countrywide, which essentially operate as extensions to our client's H.R. function.

Today, lot of people approach to "AL HABIB OVERSEAS PVT. LTD." to meet their recruitment needs, as a result for our good quality services & cost-effective prices and keeping lot transparencies and last but not the least keeping professional standards. After visiting our company, everybody always have in their mind that we have an exciting future.

We already have our manpower with top-level companies mostly in Gulf countries, African and Far East Asia.

Vision & Mission

Vision

To be the provider of choice for our client's recruitment solutions

To provide an integrated service meeting the labour market needs of employers and the employment needs of job seekers

Mission

To be known as provider of highly-competent and success-driven candidates.

To uphold the Standards of Professionalism such as Competency, Integrity, and Moral values in providing recruitment solutions globally.

To maintain trust of our clients and job aspirants for the delicate handling of issues in the market as highest priority for both the ends.

To deliver reliable overseas talent management solutions to valued clients on a consistent and cost-effective manner, and foster long-term professional relationships with them.

Recruitment Procedure

Al Habib Overseas Pvt. Ltd. Streamlined Recruitment Process

- Client Consultation
- Client Interview
- Critical Preliminary Interview
- Calibrated Offers
- Credential Certification
- Strategic Search Strategy Development & Research
- Written Reports
- Discussion with References
- Post Selection Services
- Written Candidate Criteria
- Candidate Orientation Program



Client Consultation

Due to our vast experience and expertise teamwork, we analyze the company's size, structure, operations, culture and values to understand positions, role, define skill sets, knowledge, experience, qualifications, personal behavior and core competencies required for the position. We then utilize our industry knowledge to jointly assess the requirements and scope of the positions to be filled.



Client Interview

Interviews are arranged between prospective candidates and the client. Privacy is maintained for both the client and prospect.



Critical Preliminary Interview

Once located, initial interviews are conducted with those individuals who best match the position criteria to evaluate the "fit" between the prospect and client. Interview questions individually tailored to meet the role's requirement by addressing behavior, professional knowledge, skill, previous work experience and personal style. Our objectivity produces effective and efficient results.



Calibrated Offers

We could structure a compensation package consistent with the candidate's abilities and the client's needs. Our position as intermediary allows us to calibrate a fair and reasonable offer that is satisfactory to both parties.



Credential Certification

The credentials of selected prospects are certified including educational background and professional accomplishments. A minimum of two reference checks conducted per candidate specifically designed to address any areas of concern.





Strategic Search Strategy Development & Research

A Strategic search strategy is jointly developed for each assignment. We thoroughly analyze the experience and qualification criteria to develop a strategy to identify and select candidates who meets the assignment Performa. We utilize our vast experience and expertise, computerized database, client input to assist in identifying qualified candidates through our national search.

Written Reports

Following personal interviews, detailed written Candidate Reports are presented to the client for each finalist candidate. These reports includes details of current job responsibilities, accomplishments, business experience and personal background plus an assessment of overall position suitability.



Discussion with References

We view thus references process as a primary responsibility as we need to ensure the candidates personal integrity and position compatibility to our clients.

Post Selection Services

We complete all necessary medical Examinations as per requirements through Certified Doctors, arrange endorsement of work visas and complete all the necessary formalities in respect of Govt. clearance, all necessary travel and departure arrangements as per contract.



Written Candidate Criteria

A confirmation memorandum reviewing all aspects of the search engagement plus a written Position Description should be forwarded to us for our review and final approval.

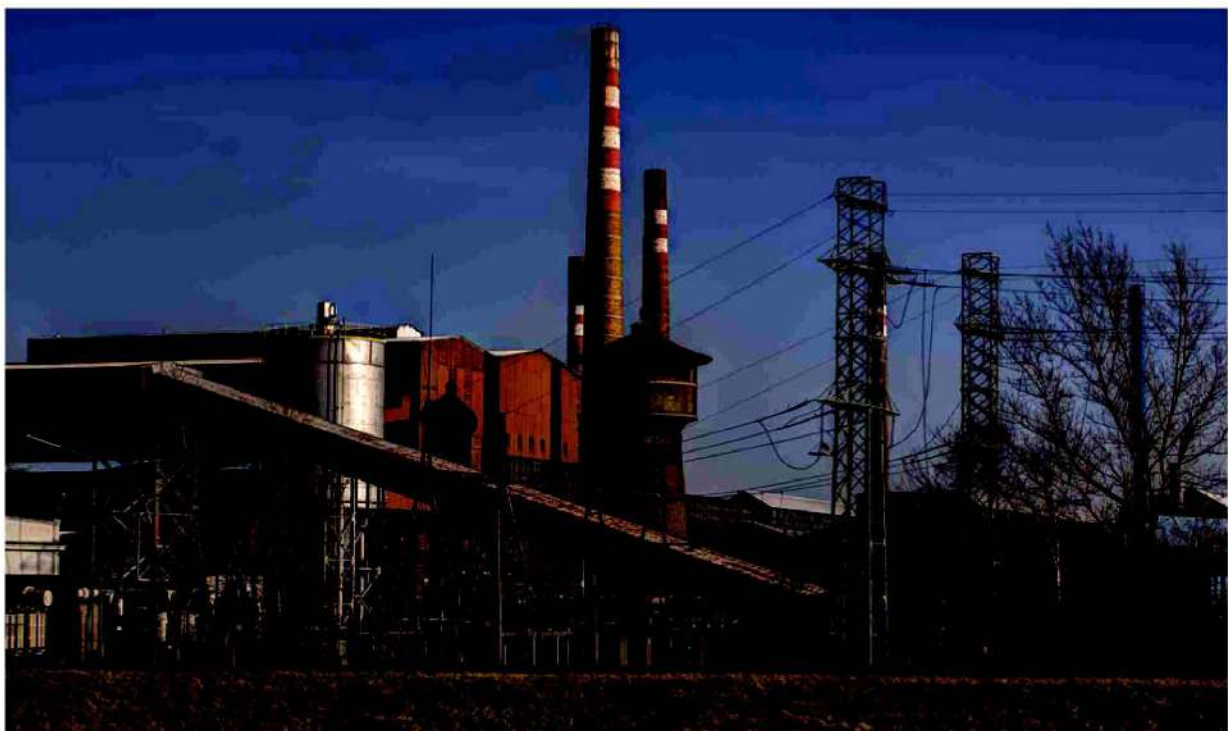
Candidate Orientation Program

We arrange an orientation course for all candidates with regards to company and country of employment.

Al Habib Overseas , very soon will be introducing the on-line recruitment services, which is rapidly becoming one of the most effective tools for hiring new employees. By adopting the latest Internet Technologies combined with improved work process, we continue to streamline the recruitment process for both our client and the job seekers.



We guarantee our candidates will always meet or exceed your expectations. We personally assess, evaluate, interview candidate and check references, work ethics, technical skills, employment history and reliability are thoroughly verified. We recognize the increasing competitiveness and sophistication of our clients and that their markets demand, an informed service based on specific sector and functional knowledge. With our thorough screening process and in-depth knowledge of the industry, you will have a choice of a few carefully selected candidates that meet your exact requirements.



Industries

We have been recruiting Professionals, Managers, Engineers etc to the following industries:



Air-Conditioning & Refrigeration



Oil & Gas Industry



Civil Construction



Consulting Firms



Engineering Companies



Account & Finance



Hospitals



Hotels / Catering Companies



Automobile



Maintenance Companies



Trading Companies



Marketing



Textile & Garments



Interiors



Construction & Maintenance, Mechanical, Civil, Electrical, Instrumental, Chemical Etc.

Al Habib Overseas is a well known Recruiting Agencies in the fields of Construction, Electricals, Instrumental, Chemicals etc & have ability to provide staff throughout the industry. We are able to provide our clients unequaled access to quality candidates on a international scale. We are specialized in the recruitment of all Construction Field Engineers, Electrical Engineers, Mechanical engineers etc committed to helping organizations solve their recruitment challenges.



Having the best possible work force will give you a competitive advantage. With many of our consultants having a background in people management themselves, they fully understand the challenges you face in recruiting your workforce. Using our extensive database of over 10 million CV's, we will work with you to ensure we find the right person for your company.



Oilfield Services Recruitment Division



Al Habib Overseas is a leading recruitment agencies for projects in the Petrochemicals, Oil & Gas, Offshore and Onshore sectors. We specialize in the supply of qualified and experienced engineering, skilled technicians and support personnel on contract, temporary and permanent

basis to contractors, consultancies, operators, fabrication yards and oil companies. Our reputation has been built up over the years through being one of the most professional and successful consultancies of our kind in the industry providing the highest standard of recruitment.

We supply a wide range of highly professional, well motivated, specialist personnel, from senior engineers to maintenance technicians working in oil and gas, pipelines, offshore, onshore and petrochemical environments. We fully appreciate the importance of careful selection based on the skills required, the nature of the working environment and employment policies of the client.



Hotels & Cruise Linear Division

We are premier recruiters for the Hospitality Industry, providing trained and experienced hotel professionals. We work with Cruise liners companies, Star hotels, Resorts, Catering companies, Restaurants and Bar, providing a complete package of services and customized human resource solutions that best meets and often exceeds the needs of the clients. We are today widely accepted as a specialist international hotel recruitment company.

Our consultants are highly experienced and possess up-to-date knowledge of the industry bringing together a unique blend of skills from living and working in hotels and the hospitality industry in different parts of the world. Our experience and trained staff can help your organization navigate through the complications of international staffing to reap the full reward of this human resource alternative.

We also provide expertise and human resources for cruise lines throughout the world in the following department's hotel, house keeping, food and beverage, bar, medical, cruise staff, entertainment and beauty salon.



Information Technology Placement Division

Al Habib Overseas is a high technology recruitment firm delivering topnotch talent and higher value services to our clients. We have an up-to-date knowledge in the fields of electronics and software engineering and the ability to provide staff throughout the conceptual design, engineering management, development, integration, test and support of product's development life cycle of the industry.

We are approachable, friendly, strategic, dynamic and result oriented with integrity. The combination of our experience, highly experienced consultants, use of technology, computer-based skills assessment and local knowledge enables us to overcome skills shortages and identify, attract and retain the right people for your vacancies in a cost-effective way. Priority is given to a thorough selection process, providing a superior level of service, building long-term trust driven relationships. We have a vast pool of highly qualified, skilled IT professionals from junior, intermediate and senior levels awaiting to fill your IT personnel needs.





Medical Staff

Al Habib Overseas is a leader in health care staffing, well versed in the recruitment of all Medical specialties and subspecialties, committed to helping organizations solve their recruitment challenges. We specialize in the recruitment of professionals to the Medical services. Healthcare and Pharmaceuticals industries. Using a combination of our extensive database of qualified professionals and our team of experienced consultants. In addition to maintaining a nationwide network of contacts, we are able to provide our clients unequalled access to quality candidates on a international scale.

As one of the fastest growing healthcare staffing firms, we provide temporary and permanent placement services for medical professionals from Executives, Physicians, Nurses and allied Health Professional internationally, efficiently and cost effectively. With the expertise of the most knowledgeable medical consultants in the industry we have the ability to access top quality candidates and professional representation. We can provide all varieties of healthcare staffing solutions for your facilities.



Our services ranging from searching for a single visionary leader to finding, assessing and developing an entire company changing team, our portfolio of industry sectors stretches as far as our expertise. That means we offer a wide choice to clients, a personalized service to candidates and broader opportunities to consultants who join us. Although we're rich in tradition, we have a far from traditional approach. We believe in entrepreneurial spirit. We capitalize on our financial, client and sector strengths. And our passion for building business matches your own.

Our proven methodology enables us to identify solutions where the successful candidate is not only the best person for the job, but the job is the best opportunity for the candidate potential meeting opportunity equals success. This ensures the most cost and time efficient solution, a vital outcome for assisting an organization to achieve performance levels.



We commit to :

- A high and consistent standard of ethics.
- Responsibility and integrity when dealing with your business and potential staff.
- Attention to details on our internal process.
- Regular communication and follow up.
- Responsiveness to your needs and exceeding your expectations.
- We manage the entire recruitment process on your behalf.

Al Habib Overseas provides professional, thorough approach and rigorous quality assurance programs, combined with a comprehensive and proven range of recruiting strategies, screening and interview processes, provides a level of accuracy and consistency that is unmatched in our industry. Our approach to staffing solutions has helped us produce excellent results in matching the best available people for the job. An internal training policy fosters quality management and indicative of our goal to continuously strive to exceed our client's expectations.

We are committed to building mutually rewarding, long-term relationships with the key people who contribute to our business success. These are our clients, associates, applicants, colleagues, suppliers, partners and the communities in which we work.



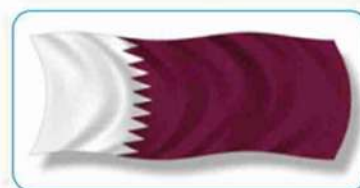
List of our client

DUBAI, U.A.E.



- GOLDEN ARROW INTERIOR L.L.C.
- AL GHAZAL TRANSPORT L.L.C.
- MAITHA GENERAL TRADING L.L.C.
- ROYAL BLINDS L.L.C.
- BIN FARDIN TRADING & CONTRACTING EST.
- SGS GROUP
- GRANDWOOD WORKS L.L.C.
- ABUDHABI AIRCRAFT SERVICES L.L.C.
- INTEGRATED SPECIALIZED GENERAL CONTRACTING CO. W.L.L. (ISSCCO)
- RHEA LAUREN FURNISHING L.L.C.
- EURO SYSTEMS L.L.C.
- INVENTURE METAL PRODUCTS INDUSTRIES L.L.C.
- GLO INTERIORS L.L.C.
- VETCO INTERNATIONAL L.L.C.
- NATIONAL CORPORATION FOR TOURISM & HOTELS
- ETISALAT FACILITIES - MANAGEMENT L.L.C.
- ASD INTERIOR BUILDING CONTRACTING L.L.C.
- UNITED FOODS COMPANY
- BANI ADAM CONTRACTING L.L.C.
- EASY FIX TECHNICAL SERVICE L.L.C.
- SAM BUILDING CONTRACTING (L.L.C.)
- GLAMOUR TECHNICAL SERVICES L. L. C.
- TFS INTERIORS L. L. C.
- PETRON EMIRATES CONTG & MFG CO. L.L.C.
- HILLPOINT INTERIOR DECORATION WORKS L.L.C.
- KEITA CATERING LLC
- KANZ JEWELS
- JASHANMAL NATIONAL CO. LLC
- MERCURY ALUMINIUM
- OK MIDDLE EAST PRODUCTION
- A ONE PRODUCTION TECHNICAL SERVICES L.L.C.
- BEYAT CONTRACTING
- NOWARA GENERAL TRADING L.L.C.
- WEST ZONE FRESH SUPER MARKET L.L.C.
- AL ADIL TRADING CO. L.L.C.

QATAR



- GULF KHODYIAR ELECTROMECHANICAL
- HILLPOINT BUILDING SOLUTIONS
- GAMMETCH INTERNATIONAL
- 4 FRONT INTERNATIONAL
- INTERARC L. L.C.
- ROYAL BLINDS L.L.C.
- EURO SYSTEMS L.L.C.
- ENERGY DESIGNES & SERVICES LTD.
- MOWASALAT
- AMWAJ CATERING SERVICES

List of our client

OMAN



- AL – HABIB & COMPANIES L. L. C.
- AL – NATOOR L. L. C.
- AL AMRI CENTER FOR RETAIL AND WHOLESALE
- CELIKIS L. L. C.
- KHALID BIN AHMED & SONS L. L. C.
- NOUS TRADING & CONTG EST
- LOTUS CONTSTRUCTION & REAL ESTATE INVESTMENT
- 3G TRADING & TECHNO SERVICES
- OASIS GRACE LLC
- ABRAJ AL DAKHLIYA TRADING SERVICES & CONTRACTING LLC
- UNIQUE CONTRACTING CO. L.L.C.

KINGDOM OF BAHRAIN



- SABY'S RESTAURANTS
- AL YUSUF DECORE W.L.L.
- ALMANSOORI KEY ENERGY SERVICES

MALAYSIA



- AMAZING ENTERPRISES

LIBYA



- CAC GENERAL & CONSTRUCTION COMPANY

KUWAIT



- AL DANAT CONTRACTING L. L. C.
- AL – DANA ANWAR DANA CO.
- AL-MORRELL DEVELOPMENT (AMD)

KINGDOM OF SAUDI ARABIA



- AL AYUNI CONSTRUCTION & CONTRACTING
- AL GARBIAH CEMENT FACTORY
- SGS GROUPS

YAMEN



- HADDA INTERNATIONAL HOTEL

Our range of service

- ♦ Overseas Recruitment
- ♦ Visa Endorsement
- ♦ Emigration Clearance
- ♦ Passports



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