



## Words Change Worlds

From the Desk of Chairman

Dear Clients,

Greetings from all of Us at Sufi International!

At Sufi International, There is a simple philosophy at work, clients are not our audience, but our success partner. And in their growth, lies our growth, so wherever they are, India or abroad, we are always in search of opportunities that will make them succeed in their respective professions. in continuation of this philosophy, we at sufi International, India's Leading recruitment organisation take great delight in helping the client achieve what they seek.

Times are changing. In thsi race of evolution, we have changed our corporate identity to reflect our new age goals, powered by the age-old ethics. Takea closer look at our new logo and you willfind it more contempory, more dynamic and more personal. It effectively mirrors our philosophy that in your success lies our success.

This Unmatched Quest for excellence has been approved by the grant of ISO 9001:2000 certification from ANAB and UKAS. Because as thought leaders, we know, 'Jos satifaction for working people can only come if there is a right person for the right job'. Our Commitment towardsthis viewpoint has resulted into high level satisfaction for both customers and job seekers. which enabled thousands of jobs seekers from across India to find a Job abroad.

What's more, our ultra-modern offices, our well-qualified team, our extensive database of professionals and our smart selection criteria, all contribute to make

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us best in the recruitment industry. Reason why our customers share a pride to be associated with us, they know we will provide them with only the right people for the required assignment, whatever the constraint.

Lastly, I would like to take this opportunity to extend my good wishes to our esteemed employers and job seekers who have helped us reach where we can rub shoulders with the who's who of the industry. I am also grateful to God and all my team members, because without them this feat would not have been possible.

Hope all will continue to support us in our passion to change worlds.

Warm regards,

## Sufi International An Organisation

We are one of India's top leading Professional Recruitment organisation.

We have our own state-of-the-art and modern office premises in heart of india, Delhi and major cities in India.

Our highly qualified recruitment managers with years of overseas experience, objectively and subjectively test the candidates for their skills and knowledge.



We Keep an Updated, Computerised databank of candidates for almost all the categories.

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## The Selection Procedure

on receipt of confirm job orders and exact job descriptions of required categories, we source the candidates through our active databank, job portals, advertisements and head hunting.

Our specialised recruitment managers test the responding candidates for their skills matching the job description and trade test if required.

the shortlisted candidates complete CVs with recruitment managers's remarks are sent to the clients for their approval or the client's are invited to the india to personally evaluate the candidates and it is an added advantage to understand our mode of operation..



## ASSURING QUALITY

We also mobilise shortlisted candidates under our full guarantee, if agreed by the client. The candidates approved by client's are checked for medical fitness and the client is informed about the visa process.

Having very good contacts with major internal travel agencies, we confirm the tickets of the selected candidates and mobilise them at the earliest to their destination, under prior intimation to the clients.





## THE PROMISE

### The bond of trust

We will be fully responsible up to three months of probation period for the performance, behavior and productivity of the workers. Anyone found unfit will be repatriated at our expenses and replacement will be made free of charge.

### Our Responsibility

1. To source candidates meeting your job description.
2. Technical trade testing and keeping them ready for your approval.
3. Your delegate coming to India for an interview will be received at the airport and accompanied to the hotel.
4. Final interviews are scheduled as desired by you and also providing all facilities.
5. Providing medical report of the selected candidates, consisting of tests as per the respective country's medical standards.
6. Arranging Government formalities like emigration clearance, visa stamping, police clearance certificate etc.
7. Orientation to the candidates adequately on the local law and personal conduct to the respective countries of employment.
8. Placing the approved candidates within your desired time limit under prior intimation to you.
9. Providing all possible help to the candidates in embarkation and airport formalities.

## INVESTING IN THE FUTURE

To stay competitive in today's global market, an effort must be made to address work/life issues. Challenges such as work schedules, time concerns, gaining administrative support, meeting family needs and work expectations are becoming increasingly more complex for employees throughout the world.

Little wonder why we invest time, money and ideas for the betterment of our employees. Be it through flexible work schedules, job sharing, vacations, innovative HR initiatives and lots more. At Asiapower, we have taken these steps their 100% and you reap the benefits.

## SUCCESS ATTITUDE

The secret ingredient to success is the right attitude! The attitude you have towards your work is what provides the first step on your journey to success! At Asiapower, we are passionate, disciplined and committed towards our work. Everyday brings new challenges and we take it head on. We thirst for it, crave it! This is the result for having the right person for the right job. This is what keeps us ahead of the competition and always a winner. And our success story over the past two decades says it all.

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## SCOPE OF SERVICE

Glimpse of our endless reserves

1. Airline Industry
2. Construction Companies
3. Computer Software & Hardware Companies
4. Consultation Companies
5. Dairy Industry
6. Desalination Plants
7. Educational Institutes
8. Electronic Industry
9. Electro, Mechanical & Plumbing
10. Fast Food Outlets
11. Fabrication & Erection
12. Fertilizer Plants
13. Finance Fields
14. Gas Fields, Transmission Pipeline Plants
15. Hospitals
16. Hotels & Restaurants
17. Marine Engineering
18. Oil Fields & Refineries
19. Petrochemical Industry
20. Power Generation & Distribution Works
21. Telecommunications Field
22. Roads & Highway Construction
23. Sea Ports / Shipping Industry
24. Sewage Treatment Plants
25. Water Treatment Plants

## DOCUMENT REQUIRED

M/s. Asiapower Overseas Employment Services.

Bezzola Complex, Opp. Suman Nagar, Sion Trombay Road, Chembur, Mumbai-400071, India.

**Sub: Recruitment of Personnel From India.**

Dear Sirs,

Kindly arrange to recruit Indian nationals for our company for the following categories as per the details given below:

Sr. Nov category no. of posts monthly salary

These employees will also be entitled to the following facilities which will be duly mentioned in their individual employment contracts:

1. Free Bachelor/Family accommodation with free electricity, water etc.
2. Free food or food allowance of .....per month.
3. Free Air passage from point of origin in India to place of work in .....and also for return to India at the time of completion of contract.
4. Annual Leave for..... (Minimum 15 days) with leave salary to be paid in advance.
5. Return Air ticket from .....to India and back every year to avail of the yearly vacation in case of renewal of contract.
6. Free Medical treatment or hospitalisation, it required as per Labour Laws of the Host country.
7. Free Transportation from place of residence to place of work and back or transport allowance of .....per month.
8. Every Employee will be covered by workmen's insurance.
9. Eight hours will be working hours in a day for six days a week.
10. Contract will be for..... (Minimum 1 year and maximum 2 years)

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11. Every employee will be required to abide by the laws of the country of employment.

12. The agreement will be valid for the host country only.

13. In case of death of the employee while employed with us, we will arrange to send the dead body to his kin in the country of his origin.

Yours faithfully,

For Company's Name: .....

Authorized signatory: .....

Name: .....

Designation: .....

Company's seal: .....

Note: This specimen must be typed on employer's letter head and attested by the Chamber of Commerce, Ministry of Foreign Affairs and Indian Embassy/Consulate in the country of Employment.

## DOCUMENT REQUIRED

Known all men by these presents that I/ We (Name and Address of employing Company), ..... a company organized under the Laws of (Name of the Country).....do hereby nominate, constitute and appoint **M/s. Asiapower Overseas Employment Services**, 204 Bezzola Commercial Complex, Opp. Suman Nagar, Sion Trombay Road, Chamber, Mumbai – 400 071, India Registration No. 000323/BOM/PER/1000+/3/1620/84 to be our true and lawful attorneys and agents in India in respect of handling all the affairs concerning recruitment / entering into contracts with selected employees, completion of immigration formalities etc. With the Protector of Emigrants, Government of India and to sign all necessary documents required by the said offices in connection with the recruitment of persons for service with said company.

We also authorise our agents to negotiate with the Ministry of Labour in cases where the Ministry considers the salaries offered to be lower than the minimum permitted.

In witness whereof we have executed this Agreement in .....on .....in the presence of the subscribing witness.

Company's

Name.....

Authorised

Signatory.....

Name.....

Designation.....

Company's

Seal.....

Note: This specimen must be typed on employer's letter head and attested by the Chamber of Commerce, Ministry of Foreign Affairs and India Embassy / Consulate in the Country of Employment.

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## TESTIMONIALS

### Glimpse of our endless testimonials

We have had the opportunity to work with varied industries around the globe, some of them had things to say about us. We consider this our strongest Asset.

1. Energy, Power & Water
2. Hospitality & Catering
3. Medical
4. Ports & Shipping
5. Engineering & Construction
6. Oil & Gas
7. Facility Management

#### CERTIFICATIONS

[View Certifications](#)

## The Belief

Best is what we believe in and that's what we deliver in every endeavour of ours. Because, we know when it comes to our client's demand, nothing but the best will do.

It is reflected in our staff's skill, attitude and overall performance.

It is the motivational factor that sets up apart from others and has helped us carve a niche for ourselves.



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