



SK OVERSEAS HR CONSULTANCY

SERVICE YOU CAN ALWAYS TRUST

License No. 1001422



SCAN ME



**SERVICE
YOU CAN ALWAYS
TRUST**

In today's fast-paced and competitive business environment, organizations must recognize the critical role that human resources (HR) play in their success. In highly specialized sectors such as Oil & Gas, manufacturing, engineering, and the like.. having a skilled and reliable workforce is crucial for your company's success. Whether it is finding engineers with specific technical expertise or identifying skilled labor for manufacturing operations, sourcing good HR is essential. At **SK Overseas HR Consultancy**, a registered HR consultancy firm, we value our clients and have a dedicated HR team that understands the unique needs of these sectors and can effectively attract, retain, and develop the right professionals. As HR professionals, we identify the potential within each candidate and provide them with opportunities for growth and advancement.

SK Overseas HR Consultancy has a clear vision and focus on delivering nothing short of excellence through manpower professionalism. We analyze your goals and objectives and customize our recruitment services based on your needs for the most effective and efficient results. We can meet the needs of a diversified range of industries and have the facilities to train project-specific skills that may be required. By establishing a competency map based on our clients' requirements and facilitating interviews, we can ensure that eligible candidates are aligned to support our client's objectives.

OUR PRIORITY

✘ WELL ESTABLISHED SKILL DEVELOPMENT CENTRES

We believe in providing employers with knowledgeable and skilled manpower who are ready for efficient contribution and are productive from day one of employment. We have a wide network of established skills development centers in labor-sending countries.

✘ STRINGENT SELECTION AND TRAINING PROCESS

Our trainees are carefully screened, selected, and admitted to their training programs. They are educated and trained in the rules/regulations, systems, and procedures applicable to the country of employment. Certified testers also conduct internal skill evaluation tests to ensure our trainees possess the right knowledge for our clients' projects.

✘ STAYING RELEVANT AND COMPETITIVE

Our training programs are constantly updated by a pool of senior, experienced trainers, and specialists to ensure relevant knowledge and skills are imparted to our trainees so clients can deploy them optimally and effectively.

✘ SAFETY AND QUALITY

We understand our clients' need for stringent standards of safety and quality for optimal project management. Therefore, our trainees also undergo a safety induction course where they are taught safety procedures at the workplace.

✘ INDUSTRY ACCREDITATION

In recognition of our high standards of training, our skills development centers in labor-sending countries are accredited by the Building and Construction Authority (Singapore), the Construction Industry Development Board (CIDB Malaysia), and the Institute of Technical Education (Singapore).



CORE VALUES - OF OUR BUSINESS

EXPERIENCED INDUSTRIAL KNOWLEDGE

Our acquired expertise over the years allows us to provide affirmative manpower solution strategies that are tailored to your individual needs.

PROFESSIONAL CONSULTANTS

Our committed consultants ensure that our clients have an engaging and pleasant experience while fulfilling their recruitment needs.

RESPECT & INTEGRITY

While treating all candidates and employers with respect, we work responsibly to match your desired employment needs through all circumstances.

LONG-TERM BUSINESS RELATIONSHIPS

We strive to develop holistic employment experience that will gain the trust of employers to assign their future demands to us.

SAVE TIME & MONEY

With our strategic partnerships and resources, we can act fast to meet your demands and save you the costly mistake of hiring unsuitable talent.













STANDARD RECRUITMENT PROCEDURE

Our SRP protocol has been developed, tested, constantly improved, and trusted by all our clients. The SRP consists of 5 interrelated steps that are used to find the most suitable candidates for your business needs.

1. CREATING A RECRUITMENT PLAN

Once we have understood the specific manpower requirement needs of our client, we created a thorough recruitment plan to ensure that all relevant details and conditions including the amount of knowledge, skills, and experience needed for the positions are captured. We will then create a recruitment detail form that our team will analyze and send out accordingly to the relevant alliances that fit the requirements.

The recruitment detail form includes, among many others, points such as:

-  Company Name and Description
-  Job Location
-  Job Title and Pay.
-  Benefits
-  Required Skill Set.
-  Years of Experience
-  Knowledge of Specific Trades
-  Additional Training Required for the
-  Job Description of Duties
-  Dos and Don'ts of Job

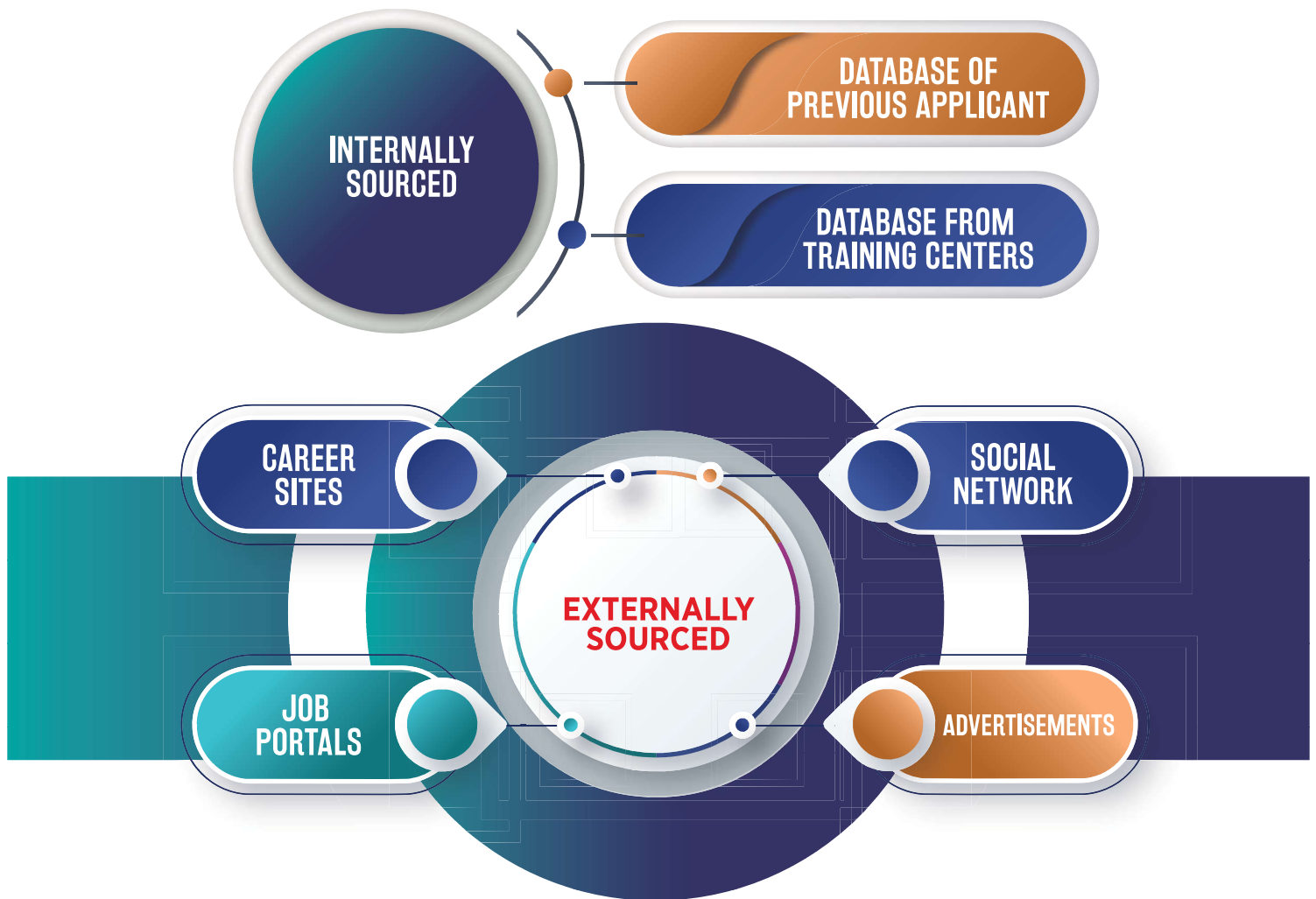
2. TALENT SEARCH

Once we have input all details into the recruitment detail form, we narrow down our choice of business counterparts based on our clients' requirements. If our client requires workers from India, our team will identify, from our extensive database of business partners, the most relevant agent or training institute in India that can provide the most reliable workers in particular trade.

Our India counterpart will then either internally or externally source for workers in that trade. Our forged partnerships with training centers also mean that if a job requires workers to be additionally skilled accordingly, we can arrange for the necessary training in the accredited training facilities there.



STANDARD RECRUITMENT PROCEDURE



3. SCREENING & SHORT-LISTING

We strive to offer the best candidates to our respected clients according to their desired requirements. At this stage, people who have applied for the job have understood the requirements and met the qualifications. We then screen them thoroughly and shortlist only the most suitable ones to propose to our clients.

4. INTERVIEWING

We coordinate with the employer to arrange an interview for shortlisted candidates. The method of interview will be decided based on the employer's preference. Interviews can be traditionally done face-to-face, or over video calls. We cater to the preferences of our clients and ensure that they can make the necessary judgments required before offering employment to the proposed candidate.

5. EVALUATION & OFFER OF EMPLOYMENT

After facilitating the required interviews between our client and candidate, the client will take the final step of an evaluation before he proceeds to make an offer of employment. An evaluation involves having the respective person in our clients' HR department check the credibility of the claimed references made by the candidate in their resume or interview. Once the employer prepares the employment contract and makes the offer of employment, the employer must clear and specify all the details, but if needed so, the candidate may request any amendments, if they are agreeable by both parties.

WE ARE ALWAYS COMMITTED TO PROVIDING OUR CLIENTS WITH THE HIGHEST QUALITY SERVICE AND SUPPORT



**OUR SPECIALIZATION AND INDUSTRIES WE PROVIDE MANPOWER TO:
QUALITY, CAPABLE & SKILLED MANPOWER**

OIL & GAS

- ✘ Piping Engineer
- ✘ Pipeline Engineer
- ✘ Process Engineer - Pipeline
- ✘ Process Engineer - Piping & Mechanical
- ✘ Planning Engineer
- ✘ HSE Engineer
- ✘ Civil Engineer
- ✘ Procurement Engineer
- ✘ QC engineer
- ✘ Telecommunication Engineer
- ✘ Electrical engineer
- ✘ Civil structural Engineer
- ✘ Planning and Control Engineer
- ✘ Lead Civil and Structural Engineer
- ✘ Lead Piping Engineer
- ✘ Lead Pipeline Engineer
- ✘ Contracts Engineer
- ✘ Mechanical Engineer
- ✘ Instrumentation Engineer
- ✘ Lead planning and Control Engineer
- ✘ Contracts Engineer
- ✘ Mechanical Engineer
- ✘ Instrumentation Engineer
- ✘ Lead Planning and Control Engineer
- ✘ Planning Engineer
- ✘ Design Engineer
- ✘ Project Engineer

HOSPITALITY

- ✘ Arabian Chef
- ✘ Chef De Parte
- ✘ Chef De Cuisine
- ✘ Commi 1
- ✘ Commi 2
- ✘ Commi 3
- ✘ Sous Chef
- ✘ Head Chef
- ✘ Cleaner
- ✘ Housekeeper
- ✘ Kitchen Cleaner
- ✘ Steward
- ✘ Server
- ✘ Dish Washer
- ✘ Waiter
- ✘ Receptionist
- ✘ Butcher
- ✘ Driver
- ✘ Continental Chef
- ✘ Janitor
- ✘ Restaurant Manager
- ✘ Shift Manager

COMPANY STAFF

- ✘ HAVC Supervisor
- ✘ Civil Supervisor
- ✘ Plumbing Supervisor
- ✘ Admin Assistant
- ✘ Project Director
- ✘ Engineering Manager
- ✘ Project Manager
- ✘ Project QA - QC Manager
- ✘ Contracts Manager
- ✘ Planning And Control Manager
- ✘ Quantity Surveyor
- ✘ Project HSE Manager
- ✘ Project Procurement Manager
- ✘ Project Interphase Manager
- ✘ Project Coordinator
- ✘ NOC Coordinator
- ✘ IT Support
- ✘ Telecommunication Supervisor
- ✘ Electrical Manager
- ✘ Electrical Supervisor
- ✘ Mechanical Superintendent
- ✘ Piping Supervisor
- ✘ Pipeline Supervisor
- ✘ Rigging Supervisor
- ✘ Surveyor
- ✘ Document Controller
- ✘ Material Controller
- ✘ Welding Supervisor
- ✘ Project Quality Manager
- ✘ Administrator
- ✘ Land Surveyor
- ✘ Accountant
- ✘ Secretary
- ✘ Plant And Equipment Manager
- ✘ Construction Manager
- ✘ Torquing Supervisor
- ✘ JD Surveyor
- ✘ MIS Executive

SKILLED WORKERS

- ✘ Pipe-Fitting
- ✘ Precast Kerb & Drain Laying
- ✘ Structural Steel Fitting
- ✘ Welding
- ✘ Thermal Insulation
- ✘ Electrical Wiring
- ✘ Installation
- ✘ Plumbing & Pipe Fitting
- ✘ Ducting Installation - Ac
- ✘ Timber Formwork
- ✘ Aluminum Formwork
- ✘ Steel Reinforcement
- ✘ Plastering
- ✘ Timber Door
- ✘ Brick Laying
- ✘ Interior Drywall
- ✘ Suspended Ceiling
- ✘ Water Proofing



CONSTRUCTION

- ✘ Mason General
- ✘ Mason Tiling
- ✘ Mason Concrete
- ✘ Bar Bender And Steel Fixer
- ✘ Shuttering Carpenter System
- ✘ Assistant Electrician
- ✘ Construction Painter And Decorator
- ✘ Building Electricians
- ✘ Backhoe Loader Operator
- ✘ Excavator Operator
- ✘ Junior Backhoe Operator
- ✘ Junior Excavator Operator
- ✘ Junior Mechanic – Elec/Electronics/ Instruments
- ✘ Junior Mechanic (Engine)
- ✘ Junior Mechanic (Hydraulic)
- ✘ Junior Operator Crane
- ✘ Junior Batching Plant Operator
- ✘ Junior Transit Mixer Operator
- ✘ Plumber
- ✘ Furniture Carpenter
- ✘ Gypsum Carpenter Helper

SHIPYARD

- ✘ Filter/Fabricators
- ✘ Sand Blaster
- ✘ Riggers
- ✘ Marine Electrician
- ✘ Ship Fitter
- ✘ Plumber
- ✘ Rewinder
- ✘ Crane Operator
- ✘ Welders
- ✘ Scaffolders
- ✘ Grinder
- ✘ Marine Mechanic
- ✘ Spray Painters

O&M

- ✘ Electrician
- ✘ Ac Technician
- ✘ BMS Technician
- ✘ CCTV Technician
- ✘ Fire Alarm Technician
- ✘ HVAC Technician
- ✘ Plumber
- ✘ Mechanic
- ✘ Furniture Carpenter
- ✘ Cleaner
- ✘ Security

POWER PLANT

- ✘ LV Electrician
- ✘ HV Electrician
- ✘ Cable Jointers
- ✘ Tray Fitter
- ✘ OHL Technician
- ✘ Industrial Electrician
- ✘ Auto Cad Technician
- ✘ Wiring Man
- ✘ Control Panel Technician
- ✘ Cable Glanding Technician
- ✘ Cable Pulling Technician
- ✘ Fiber Optic Technician

AUTOMOBILE

- ✘ Auto Denter
- ✘ Auto Mechanic
- ✘ Auto Painter
- ✘ Spray Paniter
- ✘ Flim Applicator
- ✘ Auto Electrician
- ✘ Tyre Man

DRIVER / OPERATOR

- ✘ Flatbed Trailer Driver
- ✘ JCB Operators
- ✘ Excavators
- ✘ Truck Drivers
- ✘ Mobile Crane Operator
- ✘ Heavy Vehicle Driver
- ✘ Light Vehicle Driver
- ✘ Hiab Operator
- ✘ Backhoe Operator
- ✘ Bus Driver
- ✘ Water Tanker Driver
- ✘ Pickup Driver
- ✘ Agricultural Industry
- ✘ Automotive Industry
- ✘ Chemical Industry
- ✘ Computer Industry
- ✘ Construction Industry
- ✘ Defense Industry
- ✘ Education Industry
- ✘ Electronics Industry
- ✘ Energy Industry
- ✘ Engineering Industry
- ✘ Farming Industry
- ✘ Fashion Industry

WE ALSO COVER THE INDUSTRIES

- ✘ Food Industry
- ✘ Health Services Industry
- ✘ Hospitality Industry
- ✘ Hotels Industry
- ✘ Information Technology Industry
- ✘ Manufacturing Industry
- ✘ Media Industry
- ✘ Merchandising Industry
- ✘ Mining Industry
- ✘ Oil and Gas Industry
- ✘ Pharmaceutical Industry
- ✘ Pulp and Paper Industry
- ✘ Railway Industry
- ✘ Real Estate Industry
- ✘ Retail Industry
- ✘ Services Industry
- ✘ Software Industry
- ✘ Space Industry

OUR ACCOUNTING SERVICES INCLUDE:

- ✘ Bookkeeping and Financial Reporting
- ✘ Tax Filings
- ✘ Payroll Management
- ✘ Corporate Tax Compliance
- ✘ Budgeting & Forecasting
- ✘ Audit Advisory
- ✘ Technology & Software Integration

OTHER CORPORATE SERVICES INCLUDE:

- ✘ Freelance visa, remote visa, mission visa, golden visa
- ✘ Outsourced PRO Services such as new visa applications, renewals, cancellations
- ✘ Trade License application & expansion to other countries like KSA, Qatar, Oman
- ✘ Company Secretarial Services
- ✘ Bank Account Opening Assistance
- ✘ Attestation Services
- ✘ Notary Assistance
- ✘ ADGM & DIFC Company Formation
- ✘ Escrow Admin Services
- ✘ Corporate Nominee in the UAE, Qatar and Oman



OUR MAJOR CLIENTS

1. GALFAR ENGINEERING & CONTRACTING WLL (EMIRATES)
2. ARABIAN INDUSTRIES
3. EFS - EMIRATES FACILITIES MANAGEMENT
4. ETIMAD HOLDING
5. AFFORDABLES
6. FIBREX CONSTRUCTION
7. TROJAN HOLDING
8. AL NAJMA AL FAREEDA INTERNATIONAL FACILITIES MANAGEMENT SERVICES
9. EMCC
10. INAYA
11. INNOVATIONS
12. FIRST WAY TECHNICAL WORKS L.L.C
13. OSTBAU CONTRACTING
14. AL SAARI CONTRACTING
15. GISCO
16. DENHOLM
17. AIMS
18. ARABIAN GULF FACILITIES MANAGEMENT
19. AL GHAITH CONSTRUCTION
20. PRESTIGE ENGINEERING INDUSTRIES
21. SABER INVESTMENT COMPANY L.L.C
22. INJAZ NATIONAL GENERAL ENTERPRISES L.L.C
23. ENJAZ LOGISTICS TRANSPORT & CLEARANCE L.L.C
24. GIFFIN ALJAZIRA INDUSTRIAL GROUP (GIFFIN TRAFFIKS L.L.C)
25. AL JAZIRA METAL INDUSTRIES CO. L.L.C,
26. GIFFIN TRAFFIK SIGNS CO. L.L.C
27. GIFFIN TRAFFIK BUILDING CONTRACTING CO. LLC
28. METAL COATING INDUSTRIES EST.
29. PRISMO GULF PAINT INDUSTRIES
30. PRISMO (GULF) ESTABLISHMENT
31. REDVEIN TRADING & CONTRACTING SERVICES W.L.L
32. MUBARAK AND SONS GENERAL TRANSPORT
33. SECURE ENGINEERING L.L.C
34. BVM TRANSPORT L.L.C
35. CASCADE ENGINEERING AND CONTRACTING
36. SPACE GROUP
37. OASIS INVESTMENT COMPANY LLC - AL SHIRAWI
38. PEARL CATERING AND HOSPITALITY SERVICES
39. LITCO
40. TECHNICAL RESOURCES GENERAL AUTO SERVICES CENTRE LLC



VISION AND MISSION OF OUR COMPANY

VISION STATEMENT

To be the preferred and trusted partner for companies that seek expert overseas HR consultancy services, known for delivering tailored solutions that drive organizational growth and success.

MISSION STATEMENT

- Our mission is to provide the highest-calibre employment services to multinational companies, helping them navigate the complexities of global employment and talent management.
- We aim to understand their unique needs and objectives, develop customized strategies and solutions, and deliver exceptional guidance and support that enables our clients to build successful and sustainable global teams.



UAE Address:

S K OVERSEAS HR CONSULTANCY

Unique Business Center,
Shaikha Mhara Building
4th Floor 401-01 Office, Qusais 2, Al Nahda-
2, Dubai - UAE

INDIA Address:

Glade Centrum,
6th Floor A-602 Office,
New V.I.P Road, Vadodara.

+919998077173/ +919998077198
gm_baroda@skoverseashrconsultancy.com
jenil@skoverseashrconsultancy.com

Our Presence in India:

Having an office in Baroda and operating for following locations:

- * UP & Bihar (Siwan, Mairwa, Gopalgunj, Gorakhpur, Patna, Jamshedpur)
- * Orrisa (Bhubaneshwar, Chilka, Ichapuram)
- * AP (Vizag)
- * Telangana (Hyderabad)
- * Maharashtra (Mumbai)



SCAN ME



+971 43 594957

+97150 2694121

+97150 4565955

info@skoverseashrconsultancy.com

www.skoverseashrconsultancy.com

For corporate Enquiries you may also approach to

Sumitra Khanda
Managing Director

S K Overseas HR Consultancy
India & UAE Operations

+919712576836 (India) / +971502694121 (UAE)



Find us on