

Prudential Recruiting Agency is licensed by the Ministry of Labour, Manpower and Overseas Employment, government of Pakistan. PRA is proud to provide services with the highest standards of quality and lasting satisfaction.



COMPANY PROFILE

A BRIEF INTRODUCTION



TABLE OF CONTENTS

Company Introduction	2
Chairman's Message	3
The Management	4
Services We Offer	5
Recruitment Procedure	6
Training & Guidance	8
Visa Procedure	9
Our Clients	10
OEP Licence	11
Why Choose Us?	12



COMPANY INTRODUCTION

Prudential Recruiting Agency is licensed by Ministry of Labour, Manpower and Overseas Employment, Government of Pakistan. It is our explicit policy to provide services to customers demanding expectations in conformity with the highest standards of quality and lasting satisfaction. Our aim is to serve the clients better to provide the appropriate work force with excellent skills and in this way we have managed over hundreds of workers to different countries.

Since its start, it has been going from strength to strength with access to a database for all denominations. We are a recruitment company with deference. We adopt a focused approach to all aspects of recruitment and executive search.

Our expertise and professionalism is manifested through our ability to provide local and international companies of all sizes with all their needs of human resources, especially in GULF by our vastly experienced, capable and service oriented staff.

CHAIRMAN's MESSAGE



Pakistan workforce (skilled, semi skilled and un-skilled) is second to none in the world. Our technicians and workers have played major role in the completion of development project in almost all Middle East Countries. in Europe, especially in England, Pakistani manpower has made positive contribution for progress and prosperity.

I have the pleasure to introduce my organization **Prudential Recruiting Agency**, as one of the most trusted manpower recruitment agents of Pakistan. Our sincerity and dedicated services blended with highest standard of professionalism has earned global recognition, trust and confidence.

Client satisfaction being the core objective of our organization, has contributed a lot to our success. Our staff members have made us proud with their sincere efforts and hard work. **Prudential Recruiting Agency** has its reputation in placing skilled and semi-skilled workers. The company began with a vision to serve our esteemed clients with a level of care and expertise rarely found.

Muhammad Pervaiz Akhtar
CHAIRMAN



THE MANAGEMENT



Muhammad Pervaiz Akhtar
CHAIRMAN



Muhammad Waqas
Manager Recruitment



A. R. Awan
HR Coordinator



Shahid Mehmood
Manager Accountant



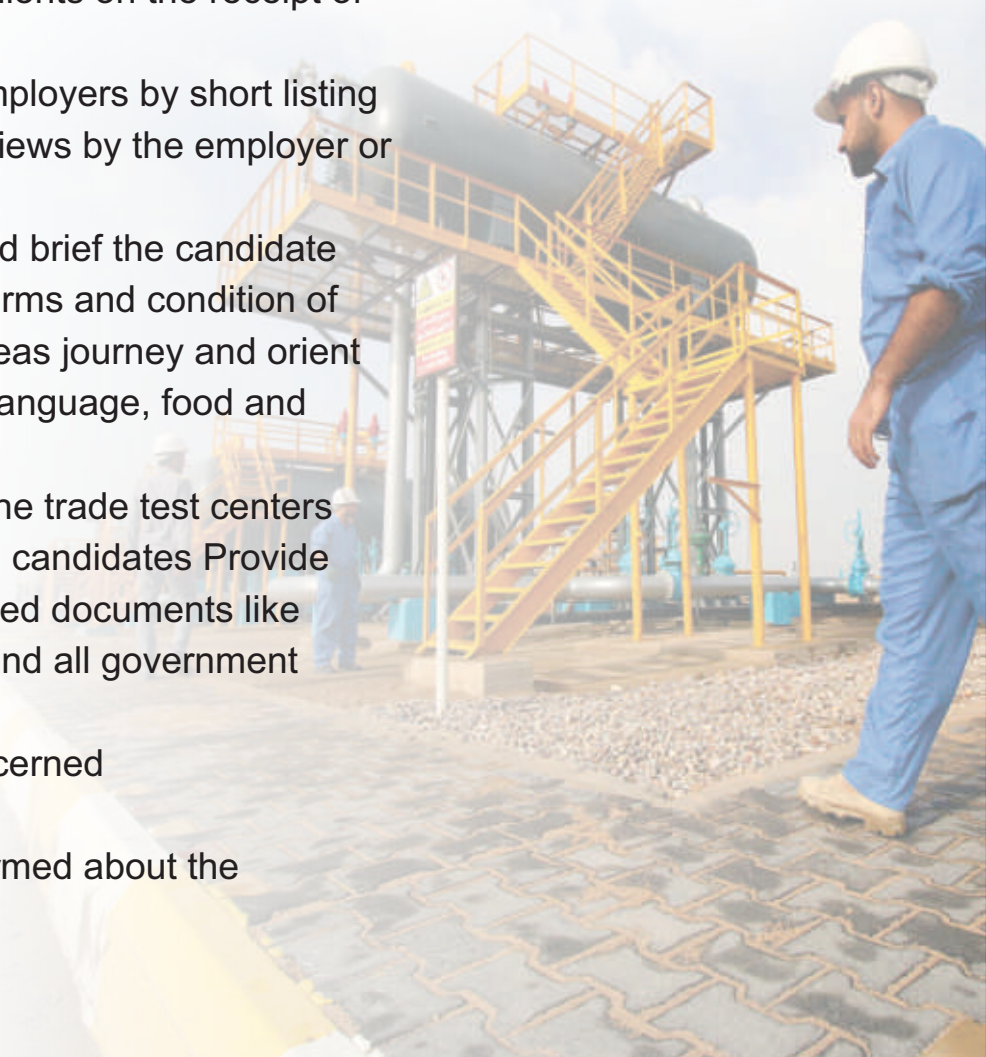
Waseem Ahmad
Computer Operator



SERVICES WE OFFER



- Place advertisement, arrange interviews, select employees on behalf of clients on the receipt of written legal demand.
- Assist the prospective employers by short listing candidates for final interviews by the employer or their representative.
- Negotiate the salaries and brief the candidate about their legal rights, terms and condition of the employers, the overseas journey and orient them about the culture. Language, food and custom the host country.
- Make arrangements for the trade test centers and medical exam for the candidates Provide services relating to required documents like identity cards, Passport and all government requirements.
- Obtain visa from the concerned Embassy/Consulate.
- Keep the employers informed about the progress at every stage.



RECRUITMENT PROCEDURE



Documents for Recruitment

- (a) An Appropriate Power of Attorney
- (b) A Letter of Demand
- (c) Authorization Letter by the employer to the Embassy to get visas endorsed (for Saudi Arabia)
- (d) Electronic Wakala Paper

The documents at para (a) and (b) above are required to be attested as under:

- Ministry of Foreign Affairs of the country of employment.
- The Embassy of Pakistan in the country of employment.

The documents at para (c) above only be attested by the Ministry of Foreign Affairs of the host country (only for Saudi Arabia)

Power of Attorney

On receipt of the power of attorney and letter of demand we have to obtain a written permission from protector of Emigrant (Government of Pakistan) to recruit manpower for our principals as demanded. Without this section we cannot advertise of the jobs.



RECRUITMENT PROCEDURE



Agreement

A Foreign Service Agreement between Prudential recruiting Agency, as a First Party on behalf of employer and the emigrant (employee) as a Second Party are requirement to be signed and approved by the Protector of Emigrant (Govt. of Pakistan). This F.S.A. contains all the terms and conditions laid down by the employer.

Medical

Each Emigrant is required to produce a Medical Certificate.

Visa

In case of countries where visas are endorsed by their Embassy, we submit passport for endorsement of visas. In some countries where visas are issued by name (individually), thereafter we finalize the selection and then wait for the employer to obtain visas, and all other formalities are completed after the receipt of visas.

Time-frame

- Permission obtaining from Protector of Emigrants Govt. of Pakistan. 1 to 2 days
- Advertisement and Provisionally Selection 4 to 10 days
- Visa Endorsement by Embassy / Consulate 4 to 12 days
- Personal Insurance 1 to 2 days
- Signing and Approval of F.S.A by (Emigration Office) 1 to 2 days
- Ticketing 1 to 2 day





TRAINING & GUIDANCE

Prudential recruiting Agency provides corporate succession training, in-house and class room training. Our experts have worked together and have come up with the best training programs in all professional walks in the market. All training programs include real time scenarios and trainees do get an opportunity to work on real time projects. We cover manual testing, On Job Testing (OJT) and Automation Testing.

Delivering quality training is the key to success for any company. In today's competitive market hunting quality trainers in time is highly challenging. But complex procedures, fast growing corporate technologies, rapidly changing market demands and tight deadlines are the biggest challenges. We offer you the best of services that would make your dreams come true.

VISA PROCEDURE

- Original Computerized Valid Passport along with All Previous Passports, if any.
- Original Computerized National Identity Card (CNIC).
- 6 Cm x 4 Cm Colored Photographs with Off White Background (2 Nos.)
- Normal Colored Passport Size Photographs (12 Nos.)
- All Attested Original Certificates / Degrees along with their respective Attested Arabic translated copies.
- Medical Fitness Certificate.

Prerequisites

DOCUMENTS REQUIRED FOR VISA PROCESSING AT THE SAUDI CONSULATE:

- Original Computerized Valid Passport along with All Previous Passports, if any.
- Original Computerized National Identity Card (CNIC).
- 6 Cm x 4 Cm Colored Photographs with Off White Background (2 Nos.)
- Normal Colored Passport Size Photographs (12 Nos.)
- All Attested Original Certificates / Degrees along with their respective Attested Arabic translated copies.



OUR CLIENTS

SAUDI ARABIA

- National Contracting Company, Saudi Arabia
- Rezayat Company Ltd. Saudi Arabia
- Al-Oman Industrial & Trading Co. Saudi Arabia
- Future International Transport Co. Saudi Arabia
- Ossol Al-Banna Trading & Contracting Co. Saudi Arabia
- Hat International & Transportation Company, Saudi Arabia
- Al-Jazeera Contracting Company Saudi Arabia
- Segia Gulf Contracting Group, Saudi Arabia
- Belad Al-Sham Contracting Group, Saudi Arabia
- Al Rabie Ice Factory, Saudi Arabia
- Shirka Mohammed, Dammam – Saudi Arabia
- Arabian Food & Dairy Factories Co. (Fadeco Ice Cream), Saudi Arabia
- Ibrahim Abdulrahman Al Nasser & Partners Trading & Contracting Co
- Jafal & Naif Abied Al Shammari Contracting Company, Saudi Arabia
- Mosassa Saad, Dammam, Saudi Arabia
- Tahaten General Contracting Est, Saudi Arabia
- Al-Arkaan Training Center Co. Saudi Arabia
- Al Muzaid Transport & Motor Cars Co. Saudi Arabia

BAHRAIN

- Nass Contracting Company, Kingdom of Bahrain
- Secure Me Guard Services & Security, Kingdom of Bahrain
- Delta Security Services , Kingdom of Bahrain
- Al Fahad Services & Manpower, Kingdom of Bahrain
- Ahmad Essa Construction, Kingdom of Bahrain
- Asia Public Relation, Kingdom of Bahrain

QATAR

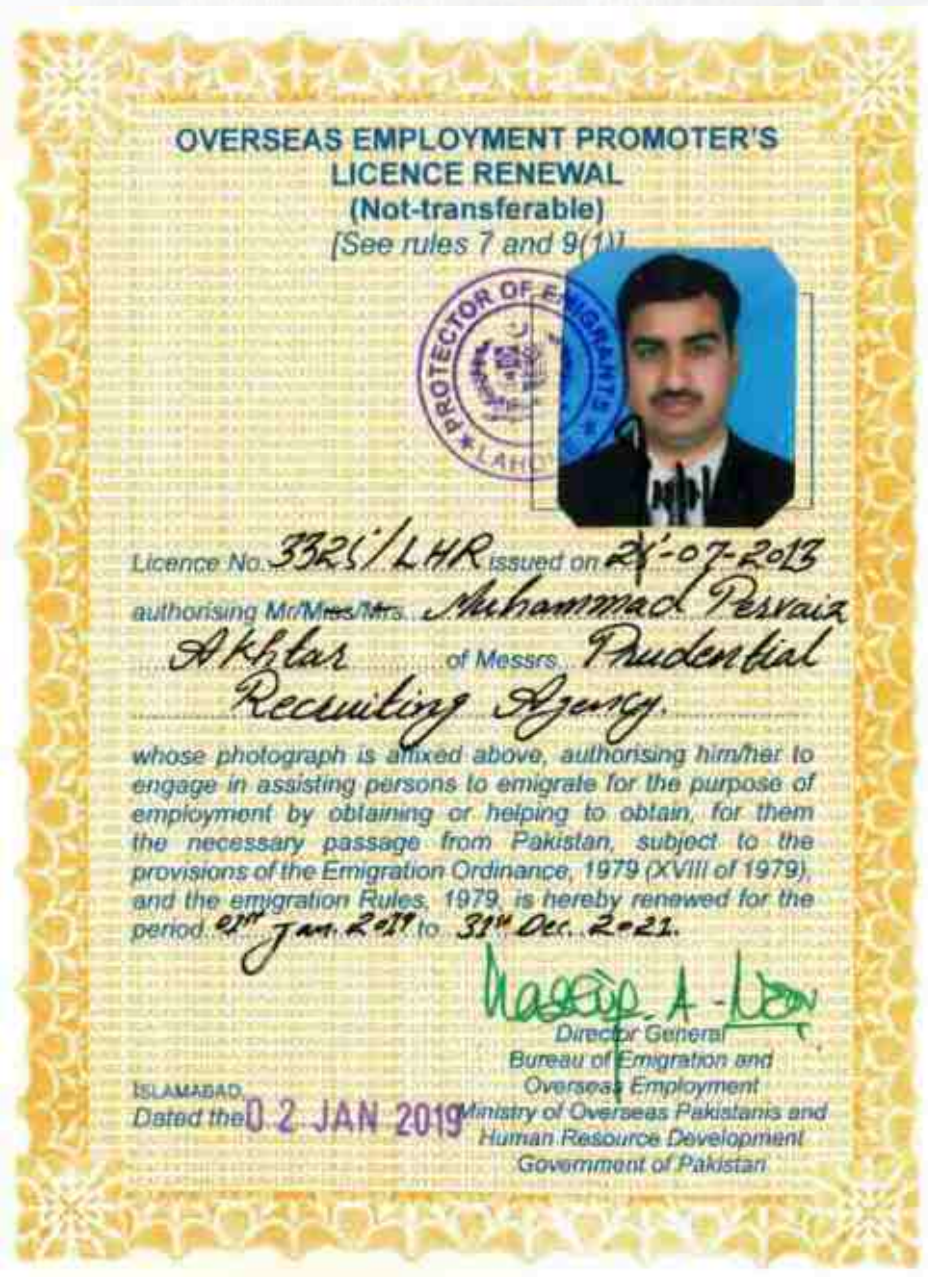
- Qatar Minsitry of Interior , Qatar
- Al Mohanadi Transport Company, Qatar
- Al EJara Lemouzine, Qatar
- Teyseer Security Services, Qatar
- Al-Jazira Group, Qatar

UAE

- M.U.G. Almaria United Group, UAE
- Saqer Engineering & Contracting Enterprises, UAE
- Gulf Labour Supply Establishment, UAE
- Bin Hafeez Contracting Company, UAE
- Dubai Tower Contracting Company, UAE
- LITCO, UAE
- PYRAMIDA CONTRACTING L.L.C. UAE



OEP LICENCE



WHY CHOOSE US



- We guarantee selection of competent personnel according to the job description of the employer for particular project of the client.
- We take the minimum possible time to complete various formalities of workers to proceed i.e. paper work is completed through a network supported by various ways to ensure completion of all formalities, such as permission from Protector of Emigrants, advertisement, pre-screening for finally selected candidates, medical fitness check-up through authorized medical center, completion of documents for visa endorsement, Protectorate and finally travel arrangements.
- Our office is managed by competent executives and staff.
- We do not take any gratification from the workers and thus selection is always made on merit accordingly to the employer instructions and we always honor our commitments while signing the contract in securing the demand for Manpower Recruitment.
- Our services in manpower recruitment are always appreciated by clients for professionalism, honesty and reliability.





Prudential Recruiting Agency

برودنشل ریکروٹنگ ایجنسی

20-A, 1st Floor, Commercial Market, West Wood Colony,
Thokar Niazbeg, Lahore, Pakistan.

Phone: +92 (0)42 3749 8303 **Fax:** +92 (0)42 3543 1426

Mobile: +92 (0)302 842 1121

Email: pramanpower3325@gmail.com
info@pramanpower.com

Web: www.pramanpower.com

Skype: [pramanpower](https://www.skype.com/name/pramanpower)

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