

VARSHA CONSULTANCY SERVICES (P) LTD



PIONEER IN

HUMAN RESOURCES

COMPANY PROFILE



VARSHA Consultancy Services (P) Ltd. primarily is the brain child of Mr. Deepak Hundraj Chhabria, the man who envisioned the potential and seized the opportunity. Having conceived the prospect and effectively put ideas into practice, Mr. Deepak Chhabria has earned high respect in the overseas recruitment business. Mr. Deepak Chhabria's abundant experience and intensity to grow with time, has helped him to scale up the position of "Employment Promotion Council of India Personnel", an apex body of reputed overseas manpower recruiting agencies.



COMPANY HIGHLIGHTS



- ❖ Varsha Consultancy Services (P) Ltd can proudly boast about the ocean of highly skilled personnel in it's data bank.
- ❖ Stringent screening process of candidates to ably sieve the correct required talent.
- ❖ Excellent goodwill earned through exchange of highly skilled manpower over the years.
- ❖ Use of modern technology and communication facilities for faster turn around and first time resolution of requests.
- ❖ Strong hold in Middle East region to recruit professionals of all kinds- skilled, semi skilled and unskilled.
- ❖ Trusted clients who have showed immense faith in our services and our people.
- ❖ Wide network across India, with presence of fully equipped associate offices in several regions and cities.
- ❖ Governed by strict life cycles of selection processes and flexibility to revise ourselves in course of changing times, as required.

RECRUITMENT PROCEDURE

Varsha has a comprehensive in-house data bank with frequent updates of well qualified and skilled industry. Being an early starter in manpower recruitment and overseas placement, VARSHA has placed already a large number of professionals and technical men. Many of these overseas clients and organizations have been with VARSHA for over decades. They have placed immense faith in VARSHA and this in-turn, has been reciprocated with sincerity of purpose and working as an extended arm of the client. The client is a challenge and VARSHA aims to constantly upgrade standards by adopting new recruitment methods including proven interview techniques and innovative approaches to problem solving.



Checks and balance to improvement of manpower quality.



Comprehensively understand requirements of the client.



Locate and identify from data-bank, pre-screened, short-listed prospective candidates, who meet the job specification.



In case of requirements of personnel with special qualification VARSHA releases advertisements in selected publication with high response.



While screening candidates for short listing preference is given to candidate's analytical ability, initiative, innovativeness, and result orientation and communication skills.



Forward to client CVs and ratings of selected candidates for final approval.



The short-listed candidates are interviewed by the client in association with a panel of experts from VARSHA.



On approval from the client, medical examination, documentation, and travel related requirements of such candidates are completed.



VARSHA has an array of probes that check whether candidates fit precise job in terms of education, experience, compensation and mobility, while being interviewed by a panel of professionals with specialist member from related areas.

Varun D. Chhabria
Business Development Manager



Deepak H. Chhabria
Chairman

Varsha D. Chhabria
Director-Corporate Affairs



Vasu
Director - Deployment Affairs

K. V. Rangarajan
Sr. Business Development Manager

A. F. D' Souza
Executive Director - Operations


CORE TEAM



B. Hansotia
Chartered Accountant


FINANCE TEAM

Sanjay Chhabria
Finance Head




STAFF



Various fields in Industries where
VARSHA
has marked the presence

- ❖ Construction – Civil Engineering
- ❖ Structural / Mechanical Engineering
- ❖ Infrastructure
- ❖ Electro – Mechanical
- ❖ Oil & Gas
- ❖ Trading
- ❖ Power Generation
- ❖ Marine / Ship Repairing
- ❖ Aluminum & Glass
- ❖ Transport
- ❖ Medical / Hospital
- ❖ Manufacturing / Production
- ❖ Hospitality, Cleaning and Maintenance
- ❖ Refinery / Petro – Chemical

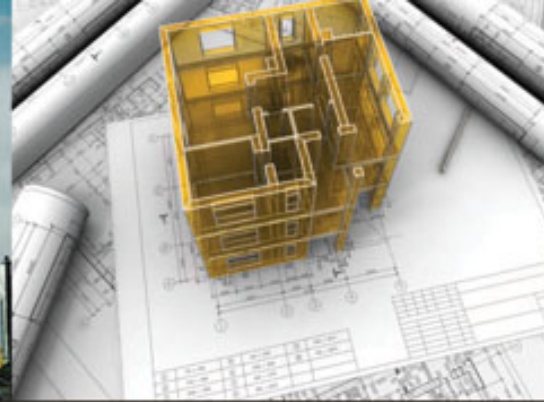


CONSTRUCTION - CIVIL ENGINEERING

- ❖ Construction Manager
- ❖ Project Managers
- ❖ Planning Engineers
- ❖ Civil Engineers
- ❖ Project Engineers
- ❖ Quantity Surveyors
- ❖ Land Surveyors
- ❖ Structural Engineers
- ❖ Architects
- ❖ Site Engineers
- ❖ QA / QC Engineers
- ❖ Safety Engineers
- ❖ Structural Detailers
- ❖ AutoCAD Draughtsmen
- ❖ Document Controllers
- ❖ Site Secretary
- ❖ Accountants
- ❖ Foremen
- ❖ Chargehands
- ❖ Storekeepers
- ❖ Timekeepers
- ❖ Shuttering Carpenters
- ❖ Masons
- ❖ Steel Fixers
- ❖ Security Gards



Construction is one industry that has created a lot of jobs. Civil engineering is a professional engineering discipline that deals with the design, construction, and maintenance of the physical and naturally built environment, including works like bridges, roads, canals, dams, and buildings. We provide civil engineers who build bridges, tunnels, freeway interchanges, and other structures which are designed to facilitate the smooth, even flow of traffic while allowing for expansion and higher use rates. We also offer civil engineer who also works on projects like a city power plant or a major office building. Pay for civil engineers tend to be reasonably high, considering that these professionals are highly trained and very skilled.



STRUCTURAL / MECHANICAL ENGINEERING

- ❖ Mechanical Engineers
- ❖ Project Engineers
- ❖ Planning Engineers
- ❖ Quantity Surveyors
- ❖ Site Engineers
- ❖ AutoCAD Draughtsmen
- ❖ Mechanical Supervisors
- ❖ Mechanical Fabricators
- ❖ Steel Fabricators
- ❖ Welders
- ❖ Scaffolding Workmen
- ❖ Pipe - Fitters

The role of a structural engineer today involves a significant understanding of both static and dynamic loading, and the structures that are available to resist them. We make available such engineers where project work like Steel Structures, Electro Mechanical Projects, Steel Fabrication, Factories, Oil & Gas Sectors, Construction of Bridges, Skyways, Flyovers, Pipeline are under execution. There are various such Projects involved where we provide work for the required positions.





INFRASTRUCTURE

- ❖ Project Managers
- ❖ Planning Engineers
- ❖ Quantity Surveyors
- ❖ Project Engineers
- ❖ Site Engineers
- ❖ Accountants
- ❖ Structural Detailers
- ❖ AutoCAD Draughtsmen
- ❖ Mechanical Supervisors
- ❖ Male Nurses
- ❖ Secretary
- ❖ Site Secretary
- ❖ Storekeepers
- ❖ Timekeepers
- ❖ Security Guards



Infrastructure is the basic physical and organizational structures needed for the operation of a society or enterprise, or the services and facilities necessary for an economy to function. Infrastructure facilitates the production of goods and services, and also the distribution of finished products to markets, as well as basic social services such as schools and hospitals, for example, roads enable the transport of raw materials to a factory. Today infrastructure in Gulf and other Countries is developing rapidly, considering this we offer large amount of engineers.





ELECTRO – MECHANICAL

- ❖ Electrical Engineers
- ❖ Mechanical Engineers
- ❖ Plumbing Engineers
- ❖ HVAC Engineers
- ❖ Electricals Supervisors
- ❖ Mechanical Supervisors
- ❖ Plumbing Supervisors
- ❖ MEP Coordinators
- ❖ AutoCAD Draughtsmen
- ❖ Secretaries
- ❖ Accountants
- ❖ Document Controllers
- ❖ Storekeepers
- ❖ Telephone Operator / Receptionist
- ❖ Chargehand (Electrical, HVAC, Plumbing)
- ❖ HVAC Technicians
- ❖ Plumbers
- ❖ Electricians
- ❖ Duct Workers
- ❖ Pipe Fitters
- ❖ Insulators
- ❖ Copper Brazers
- ❖ Welders

Electro mechanics combine the sciences of electromagnetism of electrical engineering and mechanics. Mechanical engineering in this context refers to the larger discipline which includes chemical engineering, and other related disciplines. Having a look over the on going construction activities and later maintenance of Towers, High rise Buildings, Shopping Complexes, Entertainment Halls, Airports, Residential Complexes, Malls we provide the required staff.



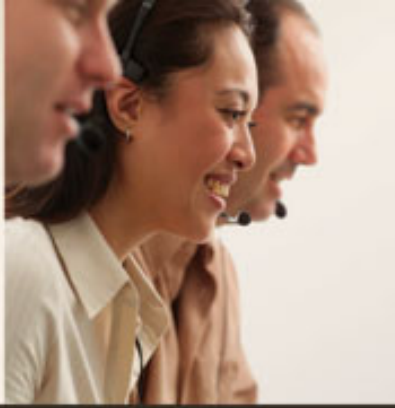


OIL & GAS

- ❖ Planning Engineer
- ❖ Project Engineer
- ❖ Mechanical Construction Engineer
- ❖ Instrumentation Construction Engineer
- ❖ Civil Construction Engineer
- ❖ Administration – Technical Assistant
- ❖ Commercial / Financial / Legal – Analyst
- ❖ Engineering – Construction Engineering
- HVAC Engineering – Pressure Vessels
- ❖ Environment – Ground Water Remediation
- ❖ Personnel / Training – Human Resources
- ❖ Oil & Gas Production Operator
- ❖ Quality / Inspection NDT
- ❖ Technician – Gas Turbine
- ❖ Riggers



Oil and Gas Industry includes the global processes of exploration, extraction, refining, transporting and marketing petroleum products. Fuel oil and Gasoline is the largest product of this industry. Gulf countries are the largest producers of oil and gas in the world. We provide employer as per the demand for the trades.



Trade and Commerce is the vital industry in Middle East countries since import of almost all commodities is inevitable due to obvious reasons. This industry always has huge demand for all categories of manpower from Senior Vice President Level to the lowest ranking cadre in the Trade & Commerce Industry. We provide professionals from various areas which are in demand from United Arab Emirates, Kingdom of Saudi Arabia, Sultanate of Oman, Kuwait, Qatar, and Kingdom of Bahrain etc.

TRADING

- ❖ Senior Vice President
- ❖ General Manager
- ❖ Financial Controller
- ❖ Sales Manager
- ❖ Accountant
- ❖ Computer Professionals:
 - Software / Hardware Engineers
 - Network specialist
 - Database Administrators
- ❖ Cashier
- ❖ Logistics / Warehouse Staff
- ❖ Merchandisers
- ❖ Sales Representatives
- ❖ Marketing Staff / Salesmen
- ❖ Banking Staff
- ❖ BPO Staff
- ❖ Secretaries
- ❖ Store Keepers
- ❖ Time Keepers
- ❖ Computer Operators
- ❖ Telephone Operators
- ❖ Receptionist
- ❖ Security Guards



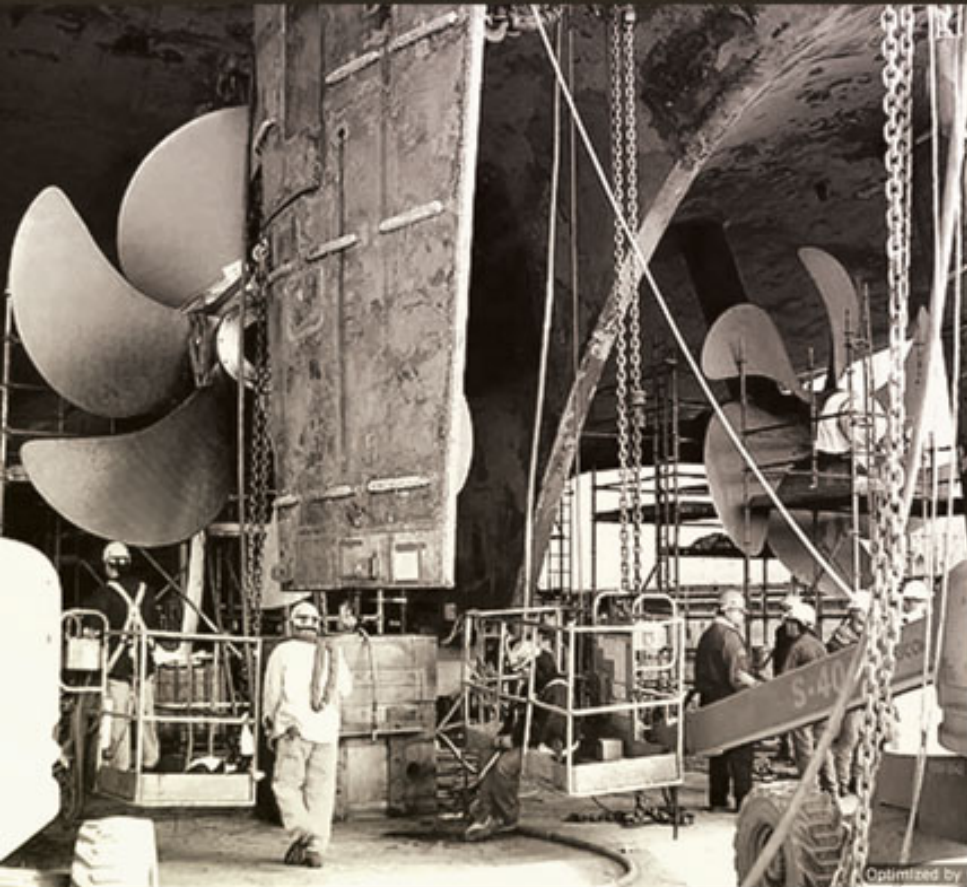


POWER GENERATION

- ❖ Program Manager: Power-Electric Transmission
- ❖ Electrical Power Engineers (Turbine)
- ❖ Manager – Power Generation / Central Power Dispatch
- ❖ Quality Assurance Supervisors
- ❖ Senior Designers
- ❖ Fossil Power – Industrial Lighting Designer
- ❖ Senior Piping Engineers
- ❖ Power Generation Design Engineers
- ❖ Cable Joints / Linesmen
- ❖ Electrician



Electricity is most often generated at a power station by electromechanical generators, primarily driven by heat engines fueled by chemical combustion. Most of the Gulf Countries have very sophisticated advanced power generation units. These unit need to be kept in good shape and operated at optimum power production level and so we recommend such professionals for good quality maintenance.



MARINE / SHIP REPAIRING

- ❖ Marine Electrical Engineer
- ❖ Ship Electrician
- ❖ Field Service Technician
- ❖ Military Sealift Command Electrician
- ❖ Fabricators
- ❖ Fitters
- ❖ Erectors
- ❖ Welders
- ❖ Insulators
- ❖ Duct Fabricators
- ❖ Pipe Fitters
- ❖ Plumber
- ❖ A/C Technician
- ❖ Oiler / Greaser

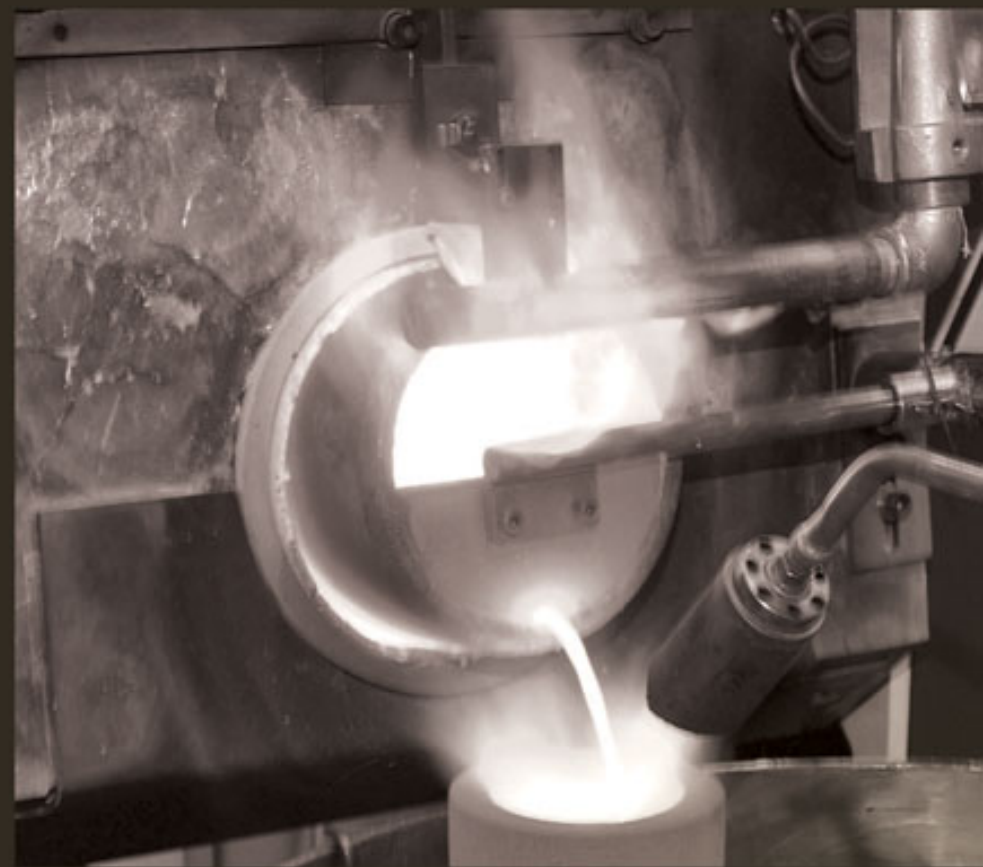
Marine engineering is the discipline concerned with the design of marine propulsion systems. Since ancient time, Gulf has acted as a conduit for trade between Asia and Europe. Even today it's sea routes are among the busiest. Throughout the year there is need for the professionals hence we make available the required professionals.





ALUMINIUM AND GLASS

- ❖ General Managers
- ❖ Technical Managers
- ❖ Workshop Managers
- ❖ Purchase Manager / Officers
- ❖ AutoCAD Draughtsmen
- ❖ Secretaries
- ❖ Site Supervisors
- ❖ Shift Supervisors
- ❖ Storekeepers
- ❖ Timekeepers
- ❖ Aluminum Fabricators
- ❖ Glass- Cutters



Aluminum is remarkable for the metal's low density and for its ability to resist corrosion due to the phenomenon of passivation. Structural components made from aluminum and its alloys are vital to the aerospace industry and are very important in other areas of transportation and building. With construction and infrastructure on a constant growth path, the ancillary employment opportunities are increasing.

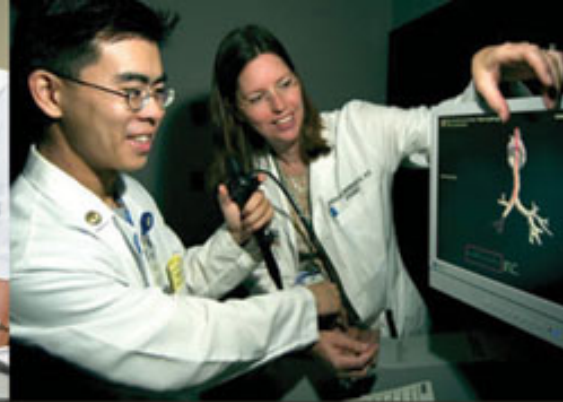


Transport infrastructure consists of the fixed installations necessary for transport, and may be roads, railways, airways, waterways, canals and pipelines, and terminals such as airports, railway stations, bus stations, warehouses, trucking terminals, refueling depots and seaports. All round growth and increased construction activity has given a much needed impetus to the transportation industry. Considering all these needs by transportation industry we provide the required categories.

TRANSPORT

- ❖ Automobile Engineers
- ❖ Workshop Supervisors
- ❖ Diesel / Petrol Mechanics
- ❖ Drivers / Operators (Heavy & Light)
- ❖ Automobile Mechanics
- ❖ Automobile Electricians
- ❖ Storekeepers
- ❖ Timekeepers
- ❖ Tyremen / Vulcanizers
- ❖ Oiler / Greasers
- ❖ Winders
- ❖ Auto Painters





MEDICAL / HOSPITALS

- ❖ MBBS Doctors
- ❖ Bio - Medical Personnel
- ❖ Medical Staff Coordinator
- ❖ General Surgery Faculty
- ❖ Psychiatrist
- ❖ Dermatologist
- ❖ Interventional Cardiologist
- ❖ Clinical Pharmacy Specialist
- ❖ Physician
- ❖ Anesthesia Technician
- ❖ Urology Specialist
- ❖ Padiatriation
- ❖ X-ray Staff
- ❖ Laboratory Technician
- ❖ Staff Nurse (Male & Female)
- ❖ Physical Therapist Assistant
- ❖ Medical Secretary
- ❖ Emergency Medical Technician
- ❖ Outpatient Room Staff
- ❖ Ward Boys
- ❖ Cleaners / Helpers
- ❖ Hospital Office Staff
- ❖ Shift Incharge
- ❖ Security Guards



Today, hospitals are usually funded by the public sector, by health organization health insurance companies or charities, including the direct charitable donations. In Gulf the best medical facilities and specialty hospitals are available. To maintain these high standards we come up with good medical facilities for which we provide staff.



MANUFACTURING / PRODUCTION

- ❖ Engineering & Related Staff for Switchgear
- ❖ Plastic & Melamine
- ❖ Fiber Glass Reinforced Plastics
- ❖ Garments
- ❖ Ready mix Concrete
- ❖ Fertilizers & Cement
- ❖ Refinery & Products
- ❖ Iron & Mongry
- ❖ Stainless Steel Products
- ❖ Stationery
- ❖ Paper Production
- ❖ Leather Processing
- ❖ Sanitary Ware
- ❖ Ceramic



Manufacturing is the use of machines, tools and labour to produce goods for use or sale. Manufacturing take turns under all types of economic systems. As vast & wide Industry where goods are produced of all kinds, the requirement of manpower is as per the production of goods involved.



HOSPITALITY, CLEANING AND MAINTENANCE

- ❖ General Manager
- ❖ Restaurant Managers
- ❖ Chefs & cooks (for all Cuisines)
- ❖ Banquet Manager
- ❖ Marketing & Sales Staff
- ❖ Front Office Staff
- ❖ Guest Relation Staff
- ❖ Heads of Departments
- ❖ Customer Care Staff
- ❖ Event Managers
- ❖ Finance & Accounts Staff
- ❖ Travel Service Staff
- ❖ Engineering & Maintenance Staff
- ❖ Hostesses
- ❖ F & B Managers and Staff
- ❖ Cleaning & Maintenance Staff
- ❖ Supervisors
- ❖ Room Boys
- ❖ House Keepers
- ❖ Security Guards
- ❖ Gardeners
- ❖ Cradle Operators
- ❖ Painters
- ❖ Plumbers
- ❖ Masons
- ❖ Electricians
- ❖ BMS Technicians
- ❖ Cleaners



A hospital, is an institution for health care providing patient treatment by specialized staff and equipment. When the global economy is picking up steadfast, it can also be witnessed growth of mushrooms of Star Hotels and variety of Restaurants in every city basically due to sharp rise in business volume. Along with this, increased number of offices, hospitals and other services have created great opportunities and facilities for management professionals, cleaning and maintenance staff on regular basis. We have a huge database for this work force.



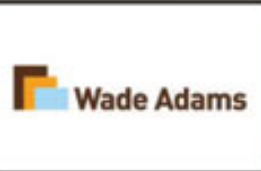
Oil Refinery is an industrial process plant where crude oil is processed into many petroleum products viz. Petrol, Diesel, Gasoline, Asphalt base, Heating oil, Kerosene, Liquefied Petroleum Gas etc. There are large number of refineries with extensive engineering work and having sophisticated machinery, located in Gulf Countries which are major oil producing countries in the world. As such these refineries and petrochemicals plants have countless job opportunities for many professions / categories in large number throughout the year in any refineries and in any country. Hence we supply large amount of manpower in any volume, keeping intact the quality requirement.

REFINERY / PETRO CHEMICAL

- ❖ Piping Design Managers
- ❖ Project Engineers
- ❖ Mechanical Engineers
- ❖ Operation Engineers
- ❖ Process Engineers
- ❖ Chemical Engineers
- ❖ Maintenance Engineers
- ❖ Electrical Engineers
- ❖ Planning Engineers
- ❖ Process Control Engineers
- ❖ Chief Chemist
- ❖ Craft Person
- ❖ Instrumentation Technical-Staff
- ❖ Utilities Superintendent
- ❖ Shift Supervisors
- ❖ Safety Officers
- ❖ Time Keepers
- ❖ Store Keepers
- ❖ Transport Foreman
- ❖ Plant Technicians
- ❖ Security Guards
- ❖ Industrial Electricians
- ❖ Heavy Vehicle Drivers
- ❖ Vehicle Mechanics
- ❖ Industrial Plumbers
- ❖ Cleaners



ESTEEMED CLIENT



CLIENT LIST



The Growth And Development Of People
Is The Highest Calling Of Leadership.

UNITED ARAB EMIRATES (UAE)

- ❖ AB Building Contracting
- ❖ Adnan Saffarini Engineering Consultant
- ❖ Advanced Technology & Power Industries
- ❖ AK Engineering
- ❖ Al Abbar Contracting
- ❖ Al Abbas Group
- ❖ Al Ahmadia Aktor
- ❖ Al Aweida Group
- ❖ Al Badr & Civil Construction Co. LLC
- ❖ Al Basti Mukhta LLC
- ❖ Al Bwardy Technical & Industries Est.
- ❖ Al Fara'a Gen. Contracting LLC
- ❖ Al Hudaiba Contracting LLC
- ❖ Al Hawai Office Furniture
- ❖ Al Khaimah Real Estate
- ❖ Al Mallick Contracting Co.
- ❖ Al Manader Road Contracting LLC
- ❖ Al Mazrouei Bowyer Building Cont. Co.(CIVIL
- ❖ Al Mazrouei Bowyer Building Cont. Co.(MEP)
- ❖ Al Naboodah Contracting (Road Division)
- ❖ Al Otaiba and Garg Contracting
- ❖ Al Sabah Electro-Mech. Est.
- ❖ Al Shafar Gen. Cont. LLC.
- ❖ Ampex Engineering Services LLC
- ❖ Antenna Enterprises Ltd
- ❖ Apex Trading Est.
- ❖ Arabtech Construction (Transport Division)
- ❖ Arabuilco Contracting LLC.
- ❖ Bartawi General Contracting Co LLC

CLIENT LIST



**All Who Have Accomplished Great Things Have Had A Great Aim,
Have Fixed Their Gaze On A Goal Which Was High,
One Which Sometimes Seemed Impossible.**

- ❖ Bridgeway & Teejan Contracting LLC
- ❖ Beam Electro Mechanical Contracting LLC
- ❖ Bel- Yoahah Consultants
- ❖ Bilt Middle East L.L.C.
- ❖ Bin Belaila Contracting LLC
- ❖ Bin Dalmouk Consultants
- ❖ Bin Jassim Al Midfa Contracting
- ❖ Brand Options Advertising
- ❖ Brookfield Multiplex Contracting Co.
- ❖ Cleaning & Maintenance Co.
- ❖ Costain- Abu Dhabi Company WLL
- ❖ Crystal Spik Span Cleaning LLC
- ❖ Drake & Scull International
- ❖ Electro Cooling
- ❖ Electrolux Maint. & Comm. Services LLC
- ❖ Elegant Industries LLC
- ❖ Emirates Universal Construction LLC
- ❖ Emson
- ❖ Engineering Building Contracting Co LLC
- ❖ Evershine Steel Industries Llc
- ❖ Extraco Fibre Glass & Prefab House LLC
- ❖ First Security Group
- ❖ Fujairah Feed Factory
- ❖ Fujairah Refinery Co. Ltd
- ❖ Ghantoot Transport & Gen. Cont. Est
- ❖ Goldline Group LLC
- ❖ Green Oasis Gen. Contracting Co. LLC
- ❖ Gulf Bridge Interior Design LLC
- ❖ Hard Block Factory LLC
- ❖ Helal Bel Badi and Partners Cont. Company LLC
- ❖ IEGC Ltd

CLIENT LIST



- ❖ In and Out Space
- ❖ JAZAL Engineering Contracting
- ❖ Khoury Contracting Co.
- ❖ Lindenberg-Emirates LLC
- ❖ Mechwatt Electro Mechanical Works LLC
- ❖ Nitco International LLC
- ❖ Pearl Coast Investments
- ❖ Power Solution Industries
- ❖ Prakash Trading Company
- ❖ Prakashco
- ❖ Prestige Maintenance
- ❖ Progress House Electromechanical Contracting Co LLC
- ❖ Rajgeet Intl Traders LLC
- ❖ Rania Contracting
- ❖ Roburst Contracting Co.
- ❖ Saifco
- ❖ Senan Engineering
- ❖ Sterling & Wilson ME LLC
- ❖ Sun Engineering Contracting Co LLC
- ❖ Syndicate Construction LLC
- ❖ Tala Contracting Est.
- ❖ Technical Resources & Establishment
- ❖ Technical Resources General Auto Services Centre
- ❖ Test Contracting Company LLC
- ❖ Trans gulf Electro-Mechanical LLC
- ❖ Tyba Hills Gen. Const. LLC
- ❖ Touchwood Décor & Furniture LLC.
- ❖ Unibeton Ready Mix
- ❖ United Electro - Mechanical Contracting Co.
- ❖ Voltage Elect. Switchgear Industrial Co. Ltd
- ❖ Wade Adams Contracting LLC
- ❖ Yellow Flower Trading Co Llc

Service Is Not A Department, It's An Attitude.

CLIENT LIST

QATAR

- ❖ Al Balagh Trading & Contracting Co. W.L.L.
- ❖ Al Doha Maintenance & Services
- ❖ Al Jaber Heavy Lifts & Transport WLL
- ❖ Al Mana Group of Companies
- ❖ Aluminum & Gulf Ray
- ❖ Builtech Engineering Co. W.L.L.
- ❖ Debbas Enterprise WLL
- ❖ Derwind Trading & Contracting Co
- ❖ Dodsai Ltd (Through Mumbai Office)
- ❖ Electro-Mechanical Engineering Co. W.L.L.
- ❖ Gulf Consolidated Contractors W.L.L
- ❖ Medgulf Construction Co
- ❖ Nael & Bin Harmal Contracting
- ❖ Networks Electrical & Mechanical Cont. Co.
- ❖ Pioneer Metal Company W.L.L
- ❖ RAMACO Trading & Contracting Co W.L.L.
- ❖ Redco Construction
- ❖ Sterling & Wilson ME LLC
- ❖ Strabag Qatar WLL
- ❖ Voltas Ltd
- ❖ Yuksel Construction Co. Inc

Coming Together Is A Beginning; Staying Together Is Progress;
Working Together Is Success.

CLIENT LIST

R U S S I A

KINGDOM OF SAUDI ARABIA

- ❖ Power Solution Industries, Riyadh

BAHRAIN

- ❖ AL Kooheji Electrical Contractors Construction
- ❖ Eastern Asphalt & Ready Mix Contracting Co. W.L.L.

IRAQ

- ❖ Harlow International

OMAN

- ❖ AL Yamama Readymade Garments
- ❖ ARONAB Water Supply System
- ❖ Drake & Scull
- ❖ Kadri Consultants LLC

AFGHANISTAN

- ❖ Contrack International

Progress Is The Activity Of Today
And The Assurance Of Tommorrow.

DOCUMENTS LIST



DOCUMENTS REQUIRED BY INDIAN MISSION FOR RECRUITMENT OF INDIAN PERSONNEL IN GROUP

- ❖ Power of Attorney (In Duplicate)
- ❖ Demand Letter
- ❖ Specimen Work Agreement for each category of Personnel (In Duplicate)
- ❖ Undertaking in case of un-skilled / semi-skilled workers
- ❖ Company's contact details and brief history.

(All the above documents need to be printed
Company's / Employer's Letterhead)

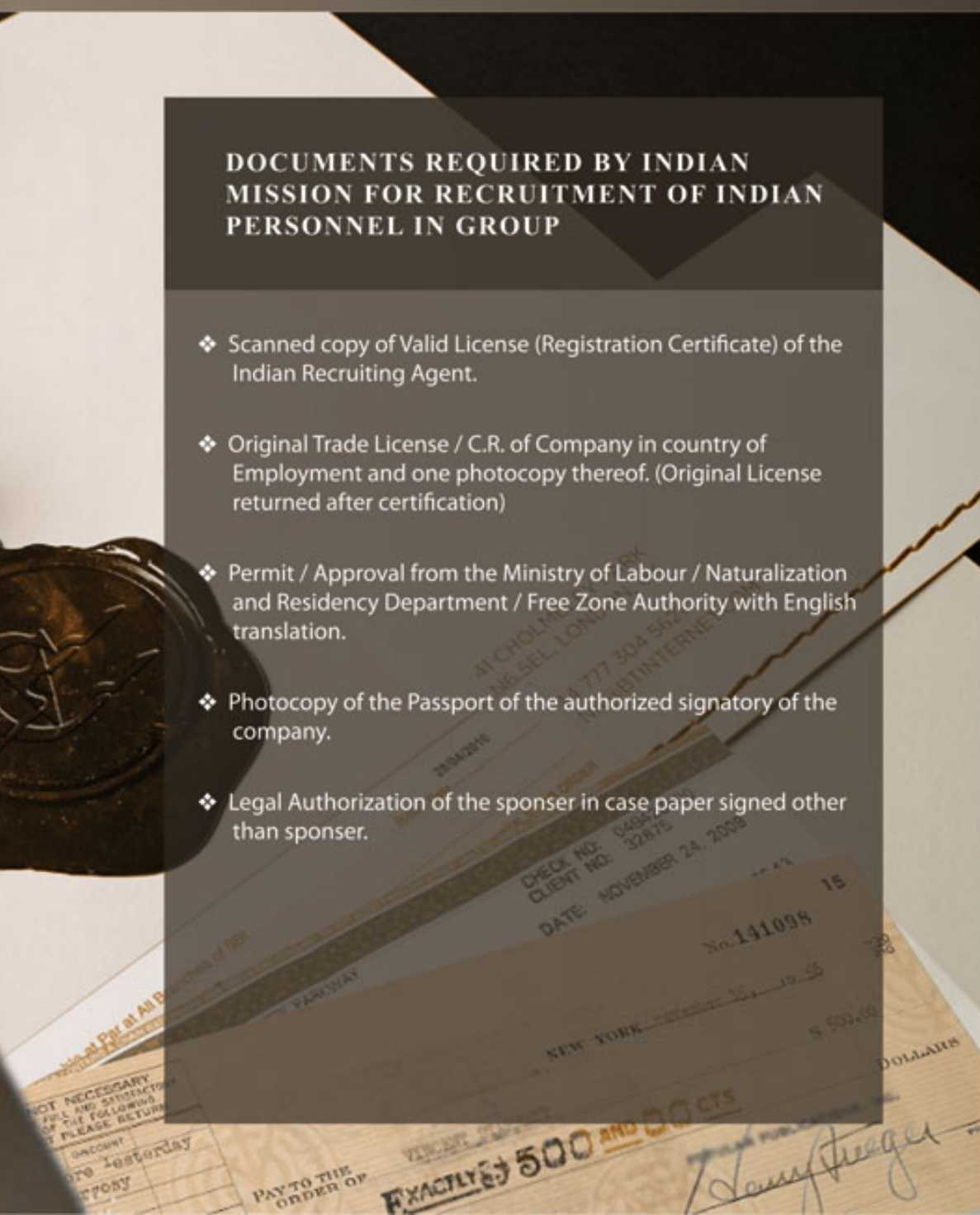
- ❖ Permit from Indian Mission in country of Employment.



DOCUMENTS LIST

DOCUMENTS REQUIRED BY INDIAN MISSION FOR RECRUITMENT OF INDIAN PERSONNEL IN GROUP

- ❖ Scanned copy of Valid License (Registration Certificate) of the Indian Recruiting Agent.
- ❖ Original Trade License / C.R. of Company in country of Employment and one photocopy thereof. (Original License returned after certification)
- ❖ Permit / Approval from the Ministry of Labour / Naturalization and Residency Department / Free Zone Authority with English translation.
- ❖ Photocopy of the Passport of the authorized signatory of the company.
- ❖ Legal Authorization of the sponsor in case paper signed other than sponsor.



DOCUMENTS LIST



DOCUMENTS REQUIRED BY INDIAN MISSION FOR RECRUITMENT OF INDIAN PERSONNEL IN GROUP

Please note that only Authorized Signatory / PRO of the company who should come personally to the Indian Mission in the country of Employment can get the Document Attested from the Indian Mission. No other Agent or Consultant of the company is allowed to sign papers on behalf of the Employer.

For detailed Specimen Document as per the above requirements of Indian Mission for Recruitment of Indian Personnel in Group, you may please contact us.

PS : It is advisable to have a M.O.U signed by the company (In the Country of Employment and the Indian Recruiting Agent) for better understanding during the execution of the requirement.



VARSHA CONSULTANCY SERVICES (P) LTD



Varsha Consultancy Services (P) Ltd

(Regd. No. 00728/BOM/COM/1000+/3/252/84)

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