



**FINE INTERNATIONAL**  
MANPOWER CONSULTANTS

# ABOUT COMPANY

**Fine International** HR Consultancy is dedicated to provide human resource support that helps your businesses achieve the vision. We provide innovative work force solutions to firms of all sizes around the globe to meet the challenges of today's changing business environment.

## VISION

We, as a team, work towards achieving the vision of the Company and endeavour to benchmark ourselves as a highly Professional firm, power-driven by the stalwarts in the domain of Human Resource management.

## WHY US ?

Outstanding Service Quality, Effective Communication, and integrity have been our guiding light. Following are the distinguished advantages.

- Speedy services
- Definite search plan
- Industry-friendly approach
- Clear search brief
- Wide knowledge base
- Well-maintained candidate profile

We ensure effective presentation of client's organization in the job market.



## OUR ACHIEVEMENTS

Fine International HR Consultancy is dedicated to provide human resource support that helps your businesses achieve the vision. We provide innovative work force solutions to firms of all sizes around the globe to meet the challenges of today's changing business environment.

Fine International HR Consultancy, we believe that appropriate manpower can ensure an exponential business growth for your company.

## OVERSEAS RECRUITMENT

We are recognized for our effective overseas placement consultancy services. Our staff has sound knowledge of all aspects of overseas placement and they work hard to provide our clients with the assistance for the most suitable overseas jobs.

### **Agency Agreement:**

We work in close co-ordination with our clients for executing an agency agreement stating the terms and conditions, which will then result in the manpower, trade going to be executed.

### **Interview by Client's:**

We conduct formal interviews of the applicants at our office premises or at any other venue preferred by the Employer or his Delegates. The selection process is done with the help of experts under the direct supervision of our team professionals. We provide best secretarial assistance to the interviewers.



### **Medical Examination:**

Candidates are sent for medical examination to the medical centers authorized by the respective embassies of the country for the employment.

### **Final Selection:**

A formal offer letter is issued to the candidates after the final selection, declaring all the terms and conditions. The selected candidates have to join the post within 15-25 days after receiving visa. The selected candidates are refrained from joining another organization.

### **Mobilization – Travel Processing & Deployment:**

Candidates will be kept informed about their visa status. Travel formalities will be completed as soon as we get the receipt of/endorsement of the visa and accordingly the clients will be informed about the departure of the candidates.

We strictly adhere to our client's instructions at every stage of the recruitment and deploy the candidates within the stipulated time.

### **Orientation of Candidates before Employment:**

Selected candidates have a thorough orientation about their employers, working conditions, good manners and etiquette, details of cultural nuances, weather conditions, and many such things. This will help them to adapt their new working conditions quickly, which will result in higher productivity.



# RECRUITMENT PROCESS

## **Selection:**

We always prefer a selection of applicants either by oral or practical test to be conducted by the employer or his authorized representative. We arrange for the clients local transport and other logistic support required for the purpose.

In case we are entrusted with the selection & testing of workers, we normally do it with the help of a team of experts for technical & professional categories under the direct supervision of our professional executives.

## **Medical Checkup:**

After final selection, we send the workers/ candidates for a medical checkup by the authorized medical center of the respective Embassies of the country of employment.

## **Application for visa:**

For selected candidates, we will apply for the visa in the respective embassy as authorized by the employer.

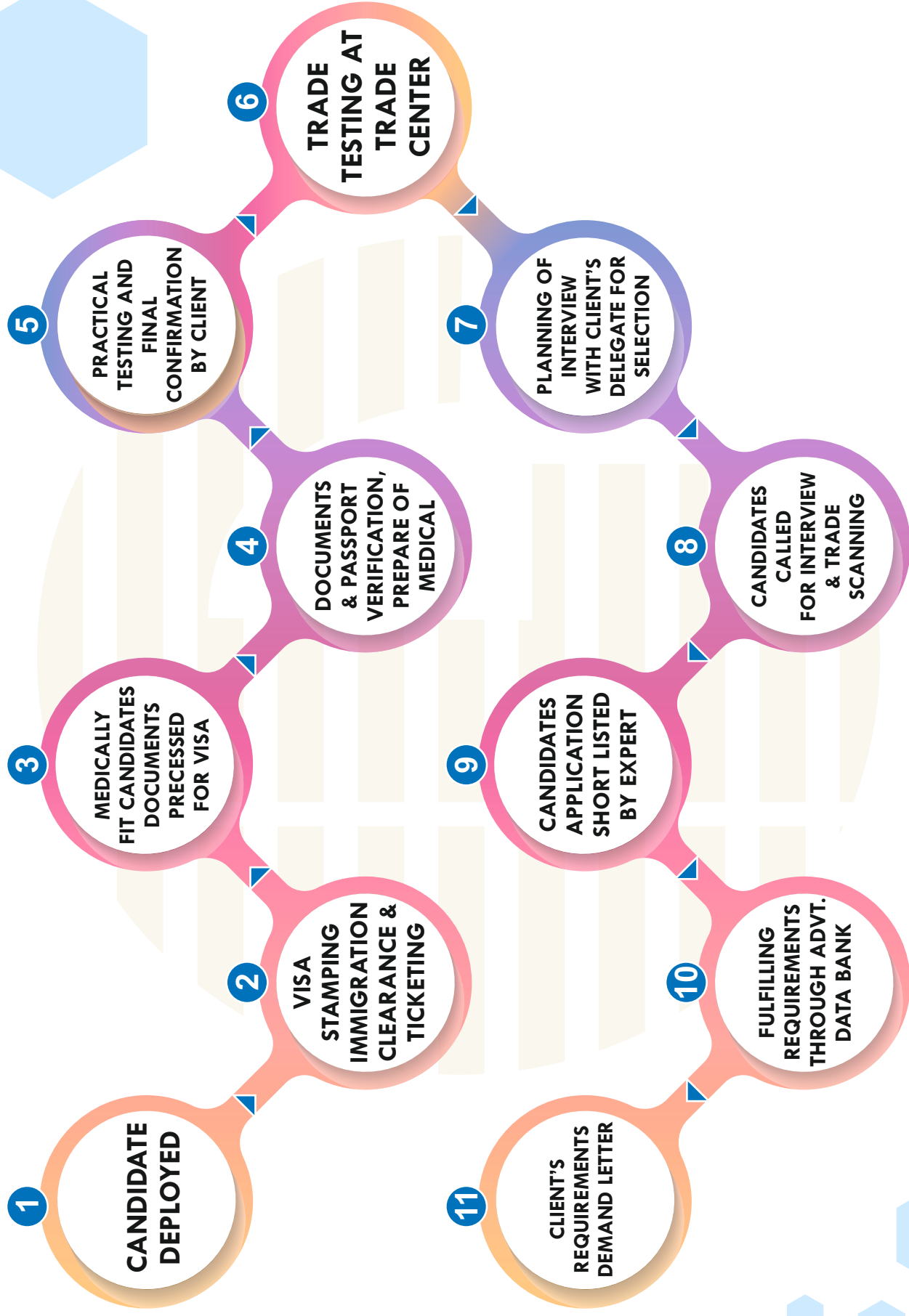
## **Ticketing and Emigration:**

The employer may send PTA or remit necessary traveling expenses in favor of Fine International HR Consultancy, New Delhi to facilitate traveling as scheduled. We obtain emigration clearance from the concerned Govt. Dept. for the candidates.

## **Orientation before departure:**

Fine International HR Consultancy orientation to workers before traveling abroad. The workers are informed about their duties and responsibilities while abroad and firsthand information of work environment there & salient features of labor laws of the country of employment.

# RECRUITMENT PROCESS



# REQUIRED DOCUMENTS

**POWER OF ATTORNEY**



**DEMAND DRAFT LETTER**



**CONSULATE CONTRACT**



**COPY OF VISA SLIP**



**JOB SPECIFICATION**



**POWER OF ATTORNEY**



**COMPANY C.R.**

**CR**

# INDUSTRY WE SERVE

Fine International HR Consultancy caters to human resource requirements in all industries like Oil & Gas Epc Project, Power Plants/Sub Station, Petrochemical Maintenance, Shutdown & Turn Around, Electrical & Instrument Project, MEP, Civil, Facility

Drilling (Oil & Gas), Ship Building & Dry Dock, Heavy Fabrication, Infrastructure & Roads, Bridges And Highway, Hospitality, Pipeline Project, Manufacturing, Dairy & FMGC services and many more Here our expertise in finding the right candidate (highly skilled, semi-skilled and unskilled) for the right job has been appreciated by a horde of companies abroad.

We specialize in providing recruitment services to the following industries:

- Oil & Gas
- EPC Project
- Power Plants/Sub Station
- Petrochemical Maintenance
- Shutdown & Turn Around
- Electrical & Instrument Project
- MEP
- Civil
- Facility Management
- Drilling (Oil & Gas)
- Ship Building & Dry Dock
- Heavy Fabrication
- Infrastructure & Roads, Bridges And Highway
- Hospitality
- Pipeline Project
- Manufacturing
- Dairy & FMGC





# INDUSTRY WE SERVE



OIL & GAS



EPC PROJECT



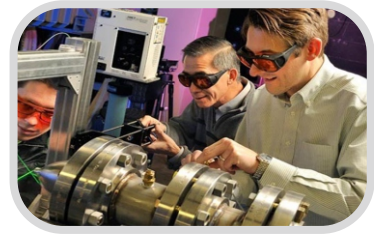
POWER PLANT  
SUB STATION



PETROCHEMICAL  
MAINTENANCE



SHUTDOWN &  
TURN AROUND



ELECTRICAL &  
INSTRUMENT PROJECT



MEP



CIVIL



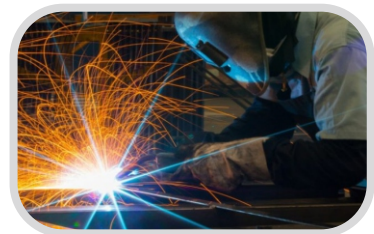
FACILITY MANAGEMENT



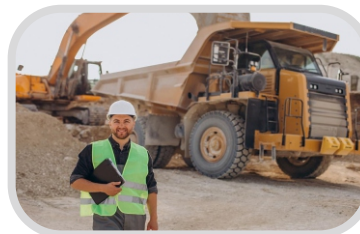
DRILLING (OIL & GAS)



SHIP BUILDING &  
DRY DOCK



HEAVY FABRICATION



INFRASTRUCTURE & ROADS,  
BRIDGES AND HIGHWAY



HOSPITALITY



PIPELINE PROJECT



MANUFACTURING



DAIRY & FMGC

# OUR CLIENTS



Qatar Emiri Naval Forces



شركة مجمع سلطنة الصالحين  
Sultanah Allied Industries Co.



الصوماني  
AL SAMANI  
مؤسسة الصمطاني للمقاولات  
Al Samani Contracting Est.



National Environmental  
Preservation Co. (BeeA'h)

الشركة الشرقية للإستقدام  
Eastern Recruitment Company



الصوماني  
AL SAMANI  
مؤسسة الصمطاني للمقاولات  
Al Samani Contracting Est.



شركة البشير للتجارة والمقاولات  
Al-Bushaier Trading & Contracting Co.



شركة الراشد للتجارة والمقاولات المحدودة  
Al-Rashid Trading & Contracting Co. Ltd.

ماركو  
MARCO  
AL-RASHID & AL-MANGOUR  
CONTRACTING CO. LTD. RIYADH, KSA

أبصار  
ABSAR  
الشركة العربية لتعمير وتأهيل المباني المحدودة  
Arabian Building Support & Rehabilitation Co. Ltd.



International School  
English Section | Jeddah | KSA

شركة رشاش أزي للبصريات  
AL-BASHAWRI OPTICALS CO.



SAPAC  
BEZEL DEVELOPMENT ENGINEERING PVT. LTD.  
(SAPAC, RIYADH, KSA)



شركة بن طامي القابضة  
Bin Tami Holding Co.

سي لم سي ميديل إيست  
CMC Middle East Ltd.



DEEF PHARMA



DISPRO - SAUDY DISPOSABLE  
HYGIENIC PRODUCTS CO. RIYADH, KSA

EASTERN  
CONSTRUCTION EST. 1951



Environment Development Co. Ltd.  
شركة تطوير البيئة المحدودة



شركة ابواب التقنية المحدودة  
G.Tech co. Ltd.  
ISO 9001:2008 CERTIFIED



مجموعة البدر  
AL-BADER GROUP

Gusen Al-Ban INT Group  
For Industrial & Trading



شركة جودة الصاعة للتجارة والصناعة  
Jawdah for Trading & Industrial Co. Ltd.



كنوز  
KUNOZE  
مأثر كنوز

لادا  
LADA



MOBCO  
CIVIL CONSTRUCTION



NATIONAL  
REFRIGERATION  
PRODUCTS



National  
Refrigeration

NATIONAL  
REFRIGERATION COMPANY



شركة نواس الشرق التجارية  
Nohas Al-Ahary Trading Co.



شركة عمر المملكة السعودية القابضة  
SAUDI PAN KINGDOM HOLDING CO.

**Sahara**  
BUILDING CONTRACTORS

نبراس الشيف  
**NEBRAS AL-SHARK**

SANG LEE STS  
Sang Lee  
Stainless Steel  
Company Ltd.

**STIGCO**

شركة المصنع السعودي للإعلام  
**SAUDI FLAGS FACTORY CO**



شركة شام نجد الدولية المحدودة  
**SHAM NAJID INTERNATIONAL CO. LTD.**

**TEMCO**  
تمكو

Wadi  
**Maramer**  
مجموعة وادي مرامر  
Wadi Maramer Group

جامعة نجران  
**NAJRAN UNIVERSITY**  
جامعة نجران

ZARKA AL YAMAMA  
ZARKA AL YAMAMA

2013  
**SAUDI HEALTH**

Supported by  
وزارة الصحة  
**SAUDI HEALTH**

صيدليات الدواء  
**al-dawaa pharmacies**

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PROVIDER FOR THE LONDON 2012 GAMES

**FAITHFUL+GOULD**  
CONSTRUCTIVE EXPERTISE

وزارة التعليم العالي  
Ministry of Higher Education

PSU  
PRINCE SULTAN  
UNIVERSITY  
جامعة الأمير سلطان

دمسكو  
**DMSCO**





# **FINE INTERNATIONAL**

**MANPOWER CONSULTANTS**



**Tel : +91-22-27 83 131 / +91-22-2677 9494**  
**Email : 7866@gmail.com / Fax : +91-22-2307 5083**  
Office No. 209, Abba Residency, Opp. Railway Station,  
Jogeshwari (w), Mumbai – 400 102. (India)