



# AL-SAIFI OVERSEAS

Approved By Ministry Of External Affairs Govt. Of India

Lic.: B-2472/DEL/PER/1000+/5/10949/2024



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# About Us

## A mine of human potential

**AL-SAIFI OVERSEAS** believes in quality human resources and makes it a point to deliver the best in terms of their services. **Al-Saifi Overseas** has become synonymous with attributes like integrity, transparency, professionalism and excellence in finding the best talent possible. Our placement and recruitment services cover oil and gas pipelines, roads and highway constructions, hotel management, MEP, E&I, hospitals, and much more beyond that. A source for talented individuals, from unskilled laborers' to senior management personnel, our recruitment services are recognized and certified overseas as well. Benefitting from our services constantly, a massive number of international conglomerates trust us for their requirements. We make sure that the provided information is available to our clients within the committed time. Our software allows us to customize records as per client's needs which makes it efficient and easy to keep track of. In a rapidly changing work environment and requirements, it is essential to always stay ahead of time and competition.



**AL-SAIFI OVERSEAS**

# Head Office

New Delhi



# AL-SAIFI OVERSEAS

## Health, Safety & Environment

Shaping the long-term future of your company also means taking precautions for the safety and health of your employees.

After all, the performance of your workforce is one of the most important factors for your company's success – today and tomorrow.

With structured and certified occupational health and safety, you lay the groundwork for motivated employees and productive work processes.

A professional management system and appropriate certification will help you prevent workplace accidents, reduce absenteeism, increase efficiency, position your company as an attractive employer, and highlight your commitment to corporate responsibility.



## Capability

The strength and alignment of such assets define a company's identity and differentiate it from competitors.

Each organization develops and integrates these attributes into its culture over time, so they are challenging for others to pinpoint and replicate. For instance, Coca-Cola could sell its soft drink formula to another company, but that company would not be able to emulate the same emotional connection customers have with Coke.



# AL-SAIFI OVERSEAS

## Quality Assurance

Al-Saifi Overseas is committed to excellence. Our aim is to meet the expectations of our clients and candidates. We believe that only through professional, personalized service we will be able to continue to earn respect and maintain our excellent reputation. We always keep in mind that we are dealing with PEOPLE.

We tailor our services to ensure that we effectively match applicants to existing vacancies. Our objective: optimal benefit to the recruiter and efficiency from our selected workers.

A Perfect Match: Al-Saifi Overseas always makes sure that the successful candidates we place with the company not only meet the requirement set forth by our clients, but also fits perfectly with the Company's corporate culture and environment.

While negotiating the remuneration packages we see that it is mutually beneficial to both the parties...



**AL-SAIFI OVERSEAS**

# Amirullah Saifi

## Chairman



### MESSAGE

Taking the legacy forward, hand in hand, I am proud to elevate my family business to the next level. I am confident that, with the combined efforts of myself and my team, we will achieve new heights together. I fully grasp the company's vision and am committed to working towards our mission to reach the pinnacle of success. Drawing on the experience and guidance in the field of recruitment that I have gleaned from my father and his team of professionals, I am determined to contribute to our continued success. Together, we aim to positively impact the lives of individuals and play a pivotal role in realizing their professional aspirations. Our unwavering focus will always be on providing high-quality manpower and steadfast support to our clients. Al-Saifi Overseas: Your Global Partner for Recruitment, Secondment, and Logistics Excellence in the Middle East. With an extensive presence spanning the globe, AL-Saifi Overseas brings over 20 years of expertise to the forefront. As a specialized company, we cater to the unique demands of Oil & Gas, heavy Infrastructure, Transportation & E&I. Our track record of achievements stands as a testament to our commitment to excellence. From inception to operation, we are your reliable partner, offering a comprehensive range of services that encompass the complete asset life cycle – from EPC to O&M and beyond. Join hands with us and unlock unparalleled solutions that transcend boundaries and redefine industry standards. Your aspirations, our expertise – together, we shape success.



# AL-SAIFI OVERSEAS



# Zamir Saifi

## CEO & Managing Director

### Messages

To fully understand a company's ethos, it is sometimes necessary to look into the past. Allow us to take you back to the mid-seventies, when an unprecedented economic surge swept through the Middle East.

Scores of multinational corporations sprang up overnight. As infrastructure boomed, dozens of new projects were set in motion.

And to fuel this growth, the right manpower became critical. However, there were few reputable recruitment firms to be found, and even fewer that could be relied upon to bring in the right people at the right time.

Al-Saifi Overseas was born as an answer to this need, an organization designed to set a gold standard of professionalism in the industry.

It has maintained a corporate office in New Delhi since 2004. Today, AL-Saifi Overseas boasts a central hub office in Dubai, strategically positioned to enter the Middle East market, alongside its professionally manned offices in Nepal & Bangladesh.

The organization has carved out a reputation as a prime source of quality manpower, contributing to the success of countless individuals. In doing so, Naiyar International has secured its own place of prominence



# AL-SAIFI OVERSEAS

# Our Management Team

## Head Office New Delhi



**Fahim Ansari**

**HR Manger & Accountants**



**Laddan Saifi**

**Marketing Manager**



**Jamil Ahmed**

**Marketing Manager**



**Anil Kumar**

**HR Coordinator**



**Neha**

**HR Executive**



**Ejaz Ahmed**

**Marketing Officer**



**AL-SAIFI OVERSEAS**

# Our Management Team

## Head Office New Delhi



**Mohammad Firoj**

**Marketing Officer**



**MD. Karimullah**

**Delegates Coordinator**



**Nawal Kishor**

**Marketing Executive**



**Zafar Ansari**

**Recruitment Coordinator**



**Rohit Kumar**

**Office Boy**



**AL-SAIFI OVERSEAS**

## Our Management Team

# Trade & Test Centre Siwan Bihar



**Jamal Saifi**

**Managing director**



**Ainul Saifi**

**Centre Manager**



**Kamran Saifi**

**HR Manager**



**Poonam Singh**

**HR Executive**



**Gopal Ji**

**Accountant & Coordinator**



**Nargish**

**Executive**



**AL-SAIFI OVERSEAS**

## Our Management Team

# Trade & Test Centre Siwan Bihar



**Ilyas**

**Client Co-ordinator**



**Kiran Kumari**

**Hr Executive**



**Rahmatullah Saifi**

**Field worker**



**Pintu Kumar**

**Executive**



**Mahendra Kumar**

**Field worker**



**Saheb**

**Office Boy**



**AL-SAIFI OVERSEAS**

# Our Management Team

## Branch Office Gorakhpur UP



**Sainullah Saifi**

**Branch Managing Director**



**Ramesh Kumar Singh**

**Branch Manager**



**Varshika Singh**

**HR Executive**



**Mr Kalimullah**

**Branch Executive**



**Shahid Khan**

**Client Co-ordinator**



**AL-SAIFI OVERSEAS**

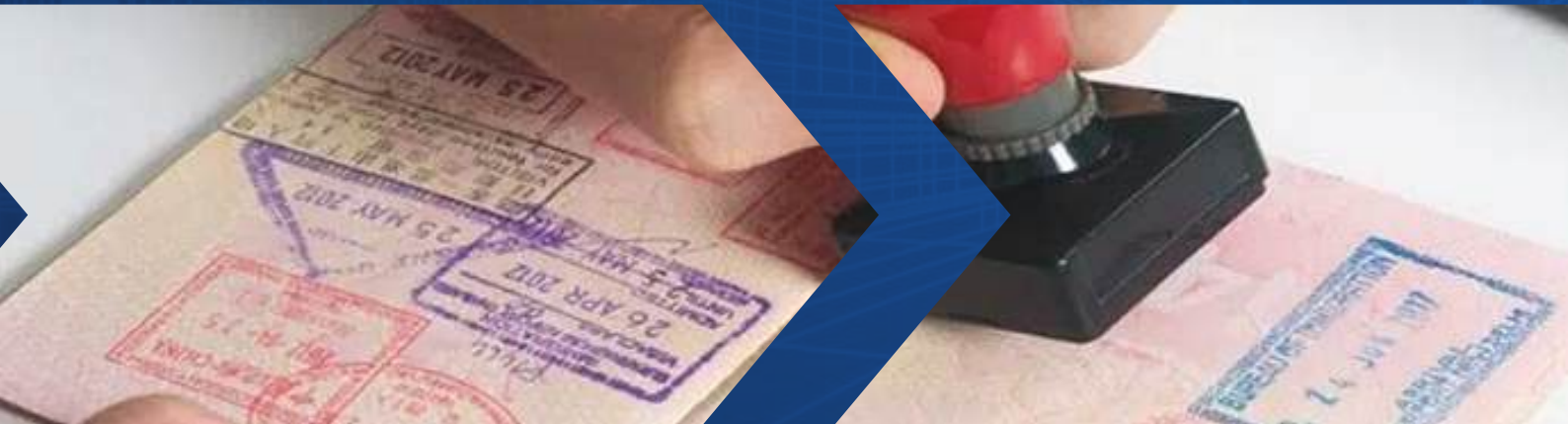
## EMIGRATION SERVICES

Since established, we are engaged in prompt services such as emigration services, where we help our clients with all the suggestions are given based on the financial support and budget and various other Related Facilites. We also provide proper guidance regarding facing temporary emigration suspension or permanent emigration suspension in that case we can help them to get emigration clearance.



## VISA STAMPING SERVICES

Being a client oriented organization; we completely understand the pain that one has to go through in acquiring visa for any country across the world. Thus, we are engaged in offering Visa Stamping services to our clients with the help of our talented professionals. We are well versed with all the necessary formalities and can offer our clients guidance to provide any kind of assistance regarding visa stamping and visa services.



**AL-SAIFI OVERSEAS**

## DOCUMENT ATTESTATION SERVICES

we don't take crossword on document certification, attestation, certificate Apostille and legalization services  
Our knowledgeable and trained staffs are available to answer your questions and provide step-by-step instructions.



## AIR TICKETING SERVICES

Large or small, every flight booking business must have two key processes in place booking and ticketing. To consumers booking a flight and receiving an e-ticket may seem like a single, seamless step, but for the business providing the service they're actually two distinct and equally important stops.



**AL-SAIFI OVERSEAS**

# Industries We Serve

## Oil & Gas Industry

- OIM
- Rig Manager
- Barge Master
- Mechanical,
- Petroleum Engineers
- E & I, Civil, QC Engineers
- Safety Manager / Officer
- Tool Pusher / Night Tool Pusher
- Chief Mechanic / Chief Electrician
- Driller / Assistant Driller
- Derrickman
- Crane Operators
- Fire Fighter
- Ropeaccess Technician
- Welding Inspector/ Welder, Grinder
- Pipe Fitter / Scaffolder
- Sand Blaster / Painter
- Rigger / Mason
- Floorman
- Roustabout

## Construction Industry

- Project Manager
- Estimation Engineer
- Civil Engineer
- Mechanical Engineer
- Electrical Engineer
- Site Engineers
- Supervisors
- Draftsman
- Foremans
- Chargehands
- Electricians
- Plumbers, Welders, Steel Fixers & Pipe Fitters
- Carpenters (Finishing/ Shuttering & Gypsum)
- Painters (Spray/wall)
- Mason
- Helper

## Retail Sales & Marketing

- Marketing Manager
- Sales Manager
- Key Account Manager
- Outlet Manager
- Sales Executive
- Salesman
- Merchandiser
- Promoter
- Cashier
- Shelves Rack
- Trolley Boy

## Garments & Textile

- Production Manager
- Fashion Designer
- Supervisors
- Pattern Makers
- Cutting Masters
- Tailors (Male/Female)
- Embroidery Workers
- Checker
- Helpers

## Hospitality and Food & Beverage

- Manager & Assist Manager
- Public Relation Officer
- Front Office
- Supervisor
- Chef
- Cooks / Asst. Cooks (Continental, Chinese, Indian, Arabic, Japanese, Bakers etc)
- Barista

## Transportation & Delivery

- Transport Manager
- Transport Coordinator
- Heavy Truck Driver
- Bus Driver
- Light Driver
- Limousine Driver
- Taxi Driver
- Bike Rider

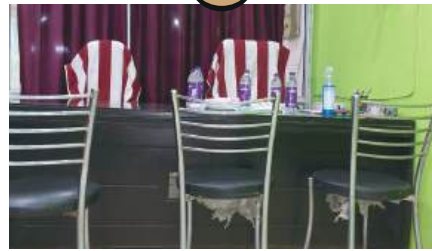
## Health Care Industry

- Doctors, Nurses
- Lab Technicians
- Home Care Nurses
- Caregivers



**AL-SAIFI OVERSEAS**

# Trade & Test Centre



AL-SAIFI OVERSEAS

# Our Client



بن غوير التجارية ذ.م.م.  
Bin Ghurair Trading LLC



# AL-SAIFI OVERSEAS

एजेंसी का विवरण  
PARTICULARS OF THE AGENCY

- पंजीकरण प्रमाणपत्र सं.  
Registration Certificate Number B-2472/DEL/PER/1000-15/110949/2024
- एजेंसी का नाम  
Name of the Agency M/s Al Saifi Overseas
- एजेंसी के कार्यालय का पता  
Office Address of the Agency F-74, 1st Floor, Gali No. 05,  
Near Deep Sweet Hotel, Bharat Nagar, New  
Friends Colony, New Delhi-110025
- एजेंसी की प्रकृति (कम्पनी/स्वायत्त फर्म/साझेदारी फर्म)  
Nature of Agency (Company/Proprietorship firm/Partnership firm)  
Proprietorship firm
- पं. प्र. धारक का नाम  
Name of RC Holder SA. Zamirullah
- पं. प्र. धारक के जन्म की तारीख  
Date of birth of the RC Holder 02.03.1982
- पं. प्र. धारक की राष्ट्रियता  
Nationality of the RC Holder Indian
- एजेंसी में पदनाम  
Position in the Agency Sole proprietor

- एजेंसी की दूरभाष सं.  
Telephone Number of the Agency +91-114752187
- एजेंसी की फैक्स सं.  
Fax Number of the Agency -
- एजेंसी का ई-मेल पता  
Email address of the Agency al.saifi.delhi@gmail.com
- पं. प्र. जारी करने की तारीख  
Date of issue of RC 02.12.2024
- वैधता अवधि/Period of validity Five वर्ष/Years  
from 02.12.2024 से/ to 04.11.2029 तक
- वैधता समाप्त होने की तारीख  
Date of expiry of validity 04.11.2029
- भर्ती के लिए श्रमिकों की सीमा  
Limit of workers to be recruited 1000+ (unlimited)

पंजीकरण प्राधिकारी का हस्ताक्षर, नाम और मोहर  
SIGNATURE, NAME AND SEAL OF THE REGISTERING AUTHORITY  
उत्प्रवासी महासंरक्षी  
Protector General of Emigrants

प्रमाणपत्र सं. ख  
CERTIFICATE NO. B 2472/DEL/PER/1000-15/110949/2024

प्रपत्र-V  
भारत सरकार  
विदेश मंत्रालय  
प्रमाणपत्र-V  
Form - V  
उत्प्रवासी महासंरक्षी  
GOVERNMENT OF INDIA  
MINISTRY OF EXTERNAL AFFAIRS  
CERTIFICATE  
[नियम 10 (2) देखें]  
[See rule 10 (2)]

भारतीय श्रमिकों को विदेशी नियोजकों के पास नियोजन हेतु भर्ती करने का व्यवसाय शुरू करने या चलाने हेतु उत्प्रवास अधिनियम, 1983 की धारा 11 के अधीन प्रमाणपत्र प्रदान किये जाने हेतु आवेदन दिनांक \_\_\_\_\_ के संदर्भ में मेसर्स \_\_\_\_\_ को उक्त प्रमाणपत्र उत्प्रवास इस प्रमाणपत्र को जारी करने की तारीख से निम्नलिखित निबंधन और शर्तों पर प्रदान किया जाता है, अर्थात् :  
With reference to the application dated 22.08.2024 for grant of a Certificate under Section 10 of the Emigration Act, 1983 to commence or carry on the business of recruitment for employment of Indian workers with foreign employers, M/s. Al Saifi Overseas is hereby granted the said certificate effective from the date of issue of this certificate. Subject to the following terms and conditions, namely:

- कि यह व्यवसाय/that the business shall be conducted at E-74,  
1st Floor, Gali No-05, Near Deep Sweet Hotel,  
Bharat Nagar, New Friends Colony, New Delhi-  
110025 में किया जाएगा।

- कि यह प्रमाणपत्र \_\_\_\_\_ वर्षों की अवधि के लिए या \_\_\_\_\_ श्रमिकों की भर्ती पूरी होने तक, जो पहले हो, वैध रहेगा। विनिर्धारित अवधि से पहले विनिर्धारित संख्या के श्रमिकों की भर्ती पूरी हो जाने की स्थिति में प्रमाणपत्र धारक को वास्तविक माँग का साक्ष्य प्रस्तुत करने और नियम 8 के उप नियम (2) के अधीन अतिरिक्त प्रतिभूति प्रस्तुत करने पर प्रमाणपत्र की वैधता अवधि पूरी होने तक भर्ती करते रहने की अनुमति दी जा सकेगी।  
that this certificate is valid for a period of \_\_\_\_\_ years or till the completion of the recruitment of \_\_\_\_\_ workers, whichever is earlier. In the event of the specified number getting completed before the specific period, the holder of the certificate can be permitted to continue recruitment upto the expiry of the certificate on production of evidence of actual demand and on furnishing additional security under sub rule (2) of Rule 8;
- कि प्रमाणपत्र धारक यह व्यवसाय निदेशक/साझेदार/स्वामी के हस्ताक्षर और मोहर के अंतर्गत करेगा और यह प्रमाणपत्र हस्तांतरणीय नहीं होगा।  
that the holder of the certificate shall conduct business under signatures and seal of the director / partners / proprietor and the certificate shall not be transferable;
- कि इस पंजीकरण प्रमाणपत्र की एक फोटोकॉपी व्यवसाय-परिसर में एक ध्यानाकर्षी स्थल पर पठनीय बड़े अक्षरों में लिखकर दर्शाया जाएगा। इसके साथ ही किसी अन्य परिसर में, यदि कोई उपलब्ध है, पंजीकरण प्राधिकारी द्वारा सत्यापित उसकी एक प्रति ऐसे शाखा कार्यालय के व्यवसाय परिसर में ध्यानाकर्षी स्थल पर पठनीय बड़े अक्षरों में लिखकर दर्शाया जाएगी जिसमें भर्ती एजेंट को व्यवसाय करने के लिए प्राधिकृत करने हेतु पुष्पंकित किया गया होगा। मूल प्रमाणपत्र उत्प्रवासन प्राधिकारियों/विधि प्रवर्तन प्राधिकारियों और नियोजकों द्वारा माँगे जाने पर प्रस्तुत किया जाएगा।  
that a photocopy of this registration certificate shall be prominently displayed at a conspicuous place in the premises of the business. Also, a copy attested by the registering authority with an endorsement of having authorized the recruiting agent to carry on the business at additional premises, if any, shall be displayed at a conspicuous place in the business premises of such Branch Office, Original Certificate shall be produced on demand by the emigration authorities/law enforcing authorities and employer;

- trunk dialing and international dialing facility, fax, computers and other office amenities as may be specified by the registering authority by order in writing.
- (ख) कार्यालय कर्मचारियों के लिए वर्क स्टेशन।  
(b) work stations for the office personnel,
- (ग) इंटरनेट सुविधा, ई-मेल अकाउंट और वेब पोर्टल जिसमें भर्ती एजेंट, पंजीकरण प्रमाण-पत्र की वैधता की स्थिति, पेशकश की गई सेवाएँ, सेवाओं की लागत, सेवा प्रदाता का भुगतान करने का तरीका, समस्याओं के निदान हेतु उत्प्रवासियों के लिए उपलब्ध उपचार, नीकरी, नियोजकों और संविदा नियमों के साथ-साथ विगत में की गई भर्तियों सहित उपलब्ध सित्तियाँ और ऐसे अन्य विवरण जैसा कि लिखित आदेश में पंजीकरण प्राधिकरण द्वारा विनिर्धारित किया जाए।  
(c) internet facility, email accounts and a web portal containing detailed information about the recruiting agent, the validity status of the registration certificate, the services offered, the cost of services, the mode of payment of service charges, the remedies available to emigrants for redressal of grievances, vacancies available along with the details of the jobs, the employer and the contract conditions as well as the recruitments made in the past with such particulars as the registering authority may specify by order in writing,
- (घ) पर्याप्त और उचित रूप से प्रशिक्षित स्टाफ।  
(d) adequate and duly trained staff,
- (ङ) एक सूचनापट्ट, जो व्यवसाय परिसर के सामने की ओर लगाया गया हो या ऐसे लगाया गया हो जो कार्यालय परिसर के बाहर से लोगों को सुस्पष्टता से दृश्य हो, जिसमें भर्ती एजेंट का नाम और पंजीकरण संख्या और पंजीकरण का वर्ष उल्लिखित किया गया हो।

- a signboard, to be displayed in front of the business premises or so fixed that it is conspicuously visible to the public from outside the office premises indicating the name and the registration number of the recruiting agent and the year of registration;
- (च) वह जिस ट्रेड के लिए भावी उत्प्रवासी की भर्ती करना चाहता है उसके कौशल परीक्षण का प्रबंध।  
(f) arrangements for skill testing for the trades for which he recruits the intending emigrants.

तारीख और स्थान : New Delhi  
Date and Place :

पंजीकरण प्राधिकारी का हस्ताक्षर, नाम और मोहर  
Signature, name and seal of the Registering Authority.  
उत्प्रवासी महासंरक्षी  
Protector General of Emigrants



AL-SAIFI OVERSEAS

# Contact Us

## Head Office



E 74, Gali No. 5, First Floor, Near Deep Sweet Hotel Bharat Nagar, New Friends Colony, New Delhi-110025



+91-11-41753187



recruitment@alsaifioverseas.com



delhi@alsaifioverseas.com



www.alsaifioverseas.com

## Trade & Test Centre



Al Saifi Complex Jamo Road Near High School, P.O Barharia, P.S- Barharia District Siwan, Bihar (India)  
*Pin: 841232*

## Branch Office



176/1, vasundra nagri, Singhariya Chauraha Gorakhpur-273008

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# AL-SAIFI OVERSEAS