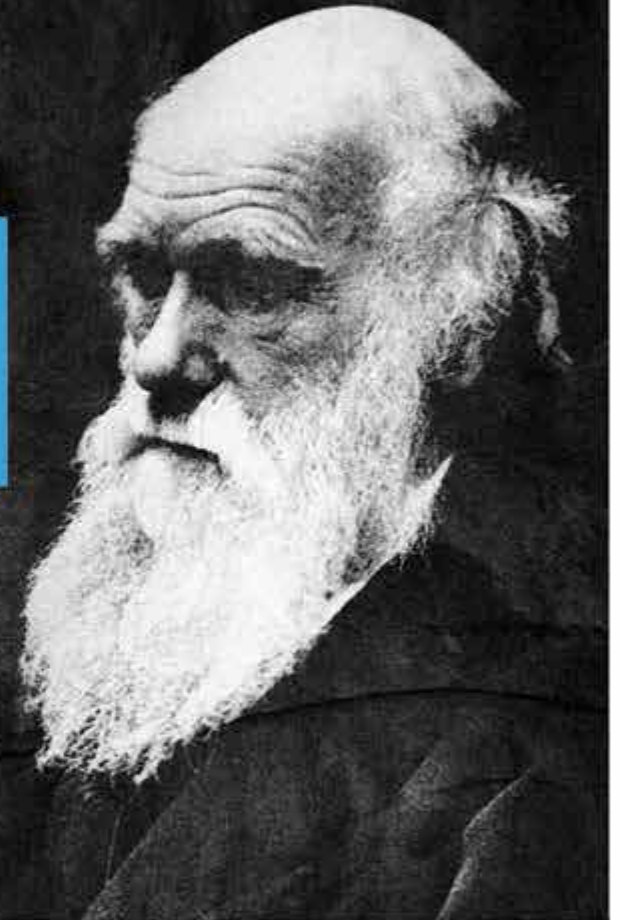




Your One Stop Shop Staffing Partner



It is not the strongest of the species that survive, not the most intelligent, but the one most responsive to change.  
Charles Darwin.







## CORPORATE MEMBERSHIP & LICENCE



Staff Arabia is corporate member of the following professional associations

Ministry of Manpower  
and Emigration (Licence No. 997)



Egyptian society for human  
resources management



Association of professional  
recruitment consultants (UK)





## Staff Arabia strives to deliver total staffing & outsourcing solutions aiming to be **POINEER SERVICE PROVIDER IN MENA REGION**

- ★★★★★ Multi Cultural & Multi National Experienced team
- ★★★★★ Highly experienced & responsive team and recruiters
- ★★★★★ Specialized Recruitment Divisions according to industry
- ★★★★★ Scope of services matching your needs and budget through our offices in the MENA region
- ★★★★★ Massive & Updated Data Base for all major industries
- ★★★★★ Effective searching, recruiting, screening & assessment methods
- ★★★★★ Excellent Infrastructure and office facilities
- ★★★★★ Extensive Local & Global reach & network



## DIVISIONS / INDUSTRIES COVERAGE

IN the 21th century competitive & Changing business environment , we understand that our clients need to be supported with professional staffing Consultants that speak the same industry language , therefore we have tailored our services to be delivered through specialized recruitment divisions covering the following businesses and industries :





# DIVISIONS / INDUSTRIES COVERAGE



Engineering & Construction



Oil & Gas



Energy & Power



Retail, FMCG & Trading



Finance & Banking



Health Care



Information & Technology ( IT )



Catering & Hospitality



# MAIN SERVICES



- ✓ Executive Search
- ✓ Staffing & Manpower Supply
- ✓ Recruitment & Selection
- ✓ Payroll & Personnel Outsourcing
- ✓ Assessment Services
- ✓ International Recruitment Management
- ✓ In Country Employer of Record
- ✓ Global Manpower Mobility & Deployment Solutions
- ✓ Projects Logistic & Supporting Services





## Executive Search

Executive search (headhunting) is a specialized recruitment service used to source candidates for senior, executive or other highly specialized positions in organizations.

Where every assignment is being discussed confidentially in details with our clients to assure maximum outcome of search activities according to business needs, structure, industry & culture. Over the years our Excellent network, reputation and method of approach has helped in placing many executives in senior positions with many of the region's most respected employers.



## Staffing & Manpower Supply

Mainly delivered to the Oil & Gas, Power & Energy, EPC/ Construction, Telecommunications industries among others.

Staff Arabia offers solutions for all companies and organizations, in which a demand for manpower exists locally & globally on short/long term project based (secondment).

Whether it is temporary administrative staff, highly qualified engineers or Technicians required for specific project or unskilled workers for non-permanent employment.

We step in to support your HR, Payroll & operations departments even at short notices and whenever prompt deployment is required. We ensure that the best talents are screened and recruited and that all governmental procedures and pre-deployment arrangements are fulfilled while salaries & wages are arranged smoothly through our payroll.



## Main Benefits of Manpower Outsourcing:

- ✓ Cost reduction of sourcing, selection and deployment of overall project, especially for temporary/short term contracts.
- ✓ Hiring manpower from an outsource company having excellent knowledge and resources for skilled & professionals manpower, can save time, efforts and cost of manpower planning and Lowering pressure on your HR department of hiring and maintaining skilled professionals even on short notice and for temporary contracts.
- ✓ Companies can put more emphasis on their core business rather than putting efforts on manpower sourcing, selection and deployment procedures
- ✓ Shouldering all legalities & taxation arrangements and dues in country of operation.



## Recruitment & Selection

With 20 years of experience in Recruitment services in the MENA/ASIA/AFRICA regions our knowledge and experience has optimized our ability to understand our client's requirements and deliver the very best talents.

We employ effective methods for searching, recruiting and screening candidates according to the Client's specific needs. Requirements, industry & location.

All candidates must pass thorough screening process before referred to Client for final screening & interview.

Feedback, constant communication & strategic alliance with our Clients are some of the key elements of locating the right talent at the right time and right cost.





## International Recruitment Management

Through our Corporate head office in Cairo, Egypt . Staff Arabia along with its associate offices in the region steps in to handle all your overseas recruitment campaigns and manpower planning according to visas & nationality required also to manpower availability in required destination, realizing that you will need to coordinate with only one party instead of several, the fact that proved be much more convenient in terms of time, costs & efforts.

Main Recruitment Destinations: Egypt, Tunisia ,Morocco, Jordan, Lebanon, Syria, Algeria ,Romania, Turkey, Albania, Balkan's ,Nepal, India, Sri Lanka ,Bangladesh, Indonesia , Malaysia , Sudan, Ghana, Uganda, Kenya & South Africa .

Over the years we have supported our clients in different industries mainly within GCC & MENA region to source, recruit & deploy thousands of qualified personnel from above destinations.



## Payroll & Personnel Outsourcing Services

Staff Arabia provides comprehensive Payroll & Personnel Administration services to clients Locally & Globally including salary calculation, preparing & payment of all Salaries ,Taxes, Social Insurance, Medical Coverage, Salary Slips, Allowances, Overtime....etc.

Our personnel and payroll outsourcing solutions empower our clients to cut costs, increase quality to assist them to concentrate on their core business.

We provide flexible solutions to meet our client's requirements. Clients can choose both Personnel administration & Payroll services package or individually select either one of both services.

Our Services are delivered through our wide network of destinations covering most of MENA, GCC & Africa



## **Payroll & Personnel outsourcing:**

Providing our clients with the relief that their monthly payroll calculations and payments are taken care of ( When Required ) in compliance with local laws & taxation requirements ( According to location & country ) while keeping proper payroll records and extracting various payroll reports.

Personnel Administration Services & compliance:

Comprehensive personnel record keeping (personal folders) that meet customer's internal reporting requirements while ensuring 100% compliance with local laws (According to location & country)

Our Payroll Services are Registered & Accredited by the Global Payroll Association GPA (UK)



## Global Manpower Mobility & Deployment Solutions

Staff Arabia has a Specialized and dedicated department covering all Mobility, deployment & Visa Processing related services for different countries of coverage to insure a smooth & swift process of joining and deployment of all personnel to their work stations.

Our umbrella of services & expertise are designed to respond effectively to most deployment challenges required by clients, work stations and projects, covering but not limited to:

Attestation of degrees, documents from Embassies & Ministries of Foreign Affairs in destination country

Corporate & Individual documentation & visa application Support & stamping for visit/business visa including Saudi Arabia, Iraq, Kuwait, Algeria, Libya among others.

Arranging most cost/time saving & suitable joining/leaving routes & flights for/ from all work destinations and countries.



# MAIN SERVICES

Pre-Hiring Medical checkup , Medical insurance & insurance .  
Arranging accommodation, hotel bookings, lodging, transportation, escort and logistics services for inbound and outbound staff and personnel through all destinations & countries of operations either during first joining, rotation & end of contract.

Staff Arabia Global Mobility & Manpower Deployment services coverage for MENA/GCC/Africa/Asia insure a smooth & swift process of joining and deployment of all personnel to their work stations .



## In Country Employer of Record

With our employer of record services, we take on the challenges of getting your workers On-boarded, paid, and when the time comes, off-boarded-ensuring tax and employment eligibility documents are completed, payroll taxes are withheld, and benefits are provided and managed. We also conduct background checks or any other pre-employment screening required.

You get the benefit from the best talent, but we handle the complex steps and legal responsibilities of global worker engagement management-customized to each country's requirements and your specific needs.

By outsourcing these tasks to Staff Arabia and our established international network of experts, Your workforce gets paid on time, every time, leaving you free to focus on your core business operations & expansion.



# MAIN SERVICES



## Projects Logistic & Supporting Services

In Continuous Support to our clients, and with our operations on ground we are fully ready to provide our clients with additional services related to projects requirements, staff mobilization & relocation such as:

- ✓ Transportation, Vehicle & equipment rentals
- ✓ Accommodation, offices, warehouse rentals
- ✓ Catering service
- ✓ Local Purchasing Support
- ✓ Documentation process & attestation

# MAIN SERVICES



## Assessment Services

Based on an analysis of the skills and competencies required to perform a job, we reveal information regarding qualities and attributes when required for certain personnel either for selection, promotion, appraisal purposes among others.

Services delivered is In Partnership & association with certified & cutting edge Assessment Centers and providers that employ a variety of multiple evaluation techniques, including but not limited to various types of job-related simulations, interviews and psychological tests and much more.



## MAIN STAFF & MANPOWER CATEGORIES PROVIDED

**Project Managers**  
**Construction Managers**  
**Procurements Managers**  
**QA/QC Managers**  
**Rotating & Static Equipment Engineers**  
**Piping Engineers**  
**Instrumentation Design Engineers**  
**Electrical Design Engineers**  
**Pipeline Engineers**  
**Planning Engineers**  
**E&I Engineers**  
**QC Inspector (Welding, Civil, Coating...etc)**  
**Process Design Engineers**  
**Drilling Supervisors / Drilling Team**  
**Offshore Staff**  
**Civil Structural Design**  
**PDS/PDMS Designers**

**Pipe Fitters / Foreman**  
**Finance Admin & HR**  
**Document Control**  
**Technical office**  
**Telecommunication**  
**Signaling**  
**Cost control**  
**HSE**  
**Quantity Surveyors**  
**Geotechnical team**  
**Topographic**  
**Warehouse & Logistics**  
**Drivers /Utilities**  
**Welders 6G GTAW/SMAW**  
**Workers /Helpers**  
**Electricians**  
**Security**

# VISA PROCESSING & DEPLOYMENT

Documentation & Contract →

Passport →

Personal  
photo →

Criminal  
record →

Degree

Medical Test

Degree Attestation

Visa Delegation →

Visa title →

Consulate →

Visa  
stamping

Work Permit

Travel Authorization

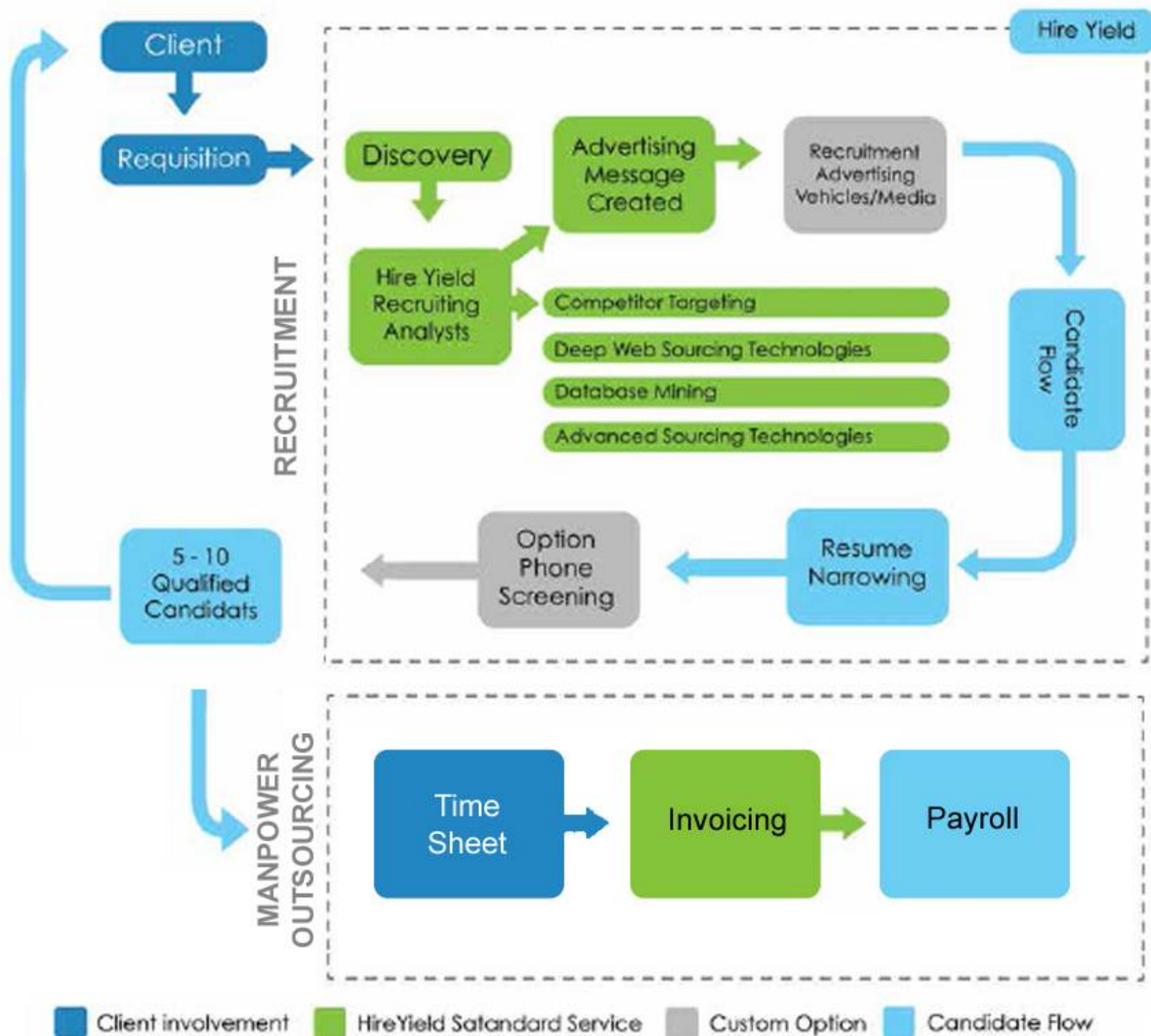
Applicant Deployment →

Air tickets →

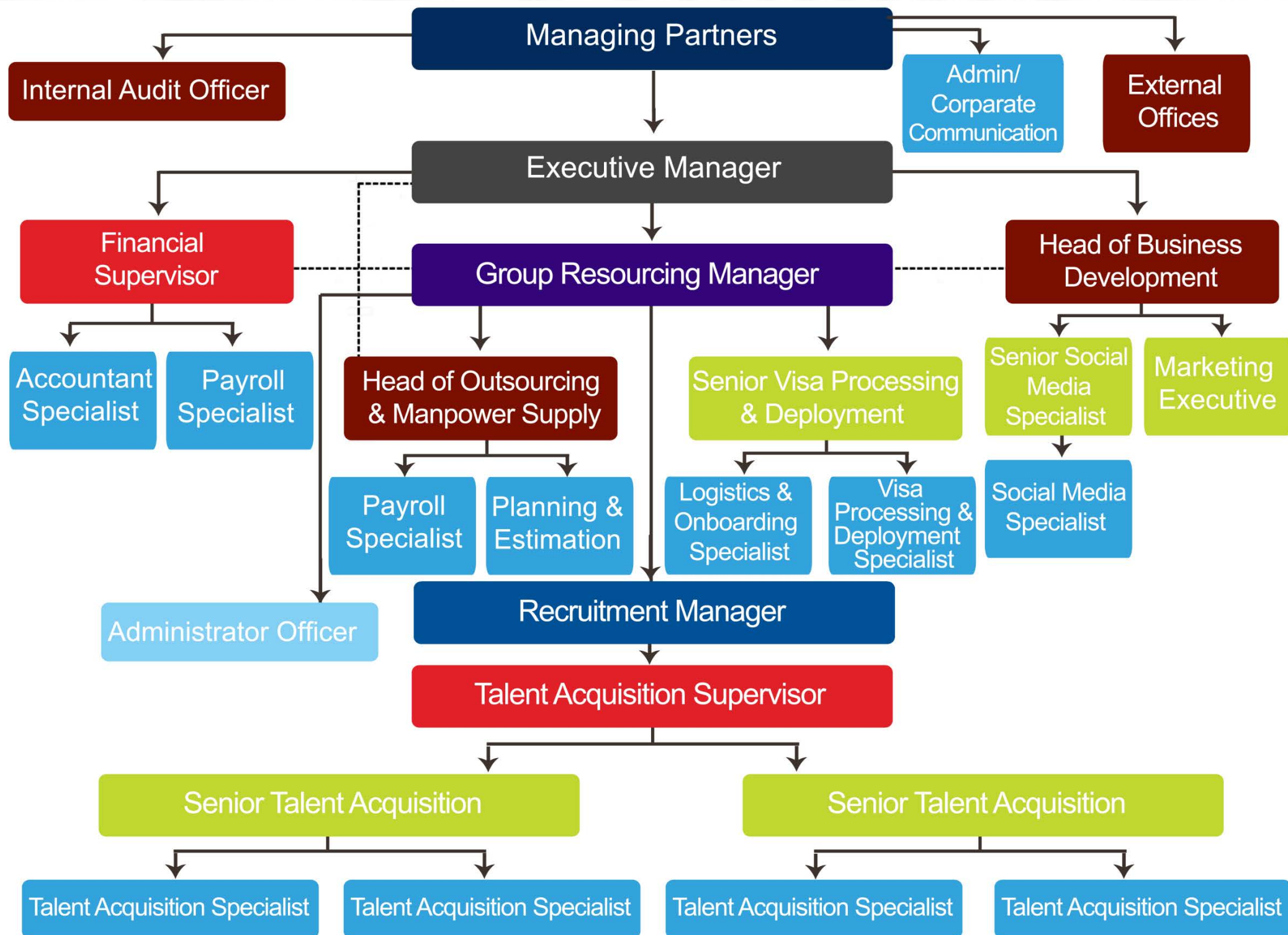
Joining &  
Deployment



# RECRUITMENT PROCESS/ DEPUTATION



# ORGANIZATION STRUCTURE





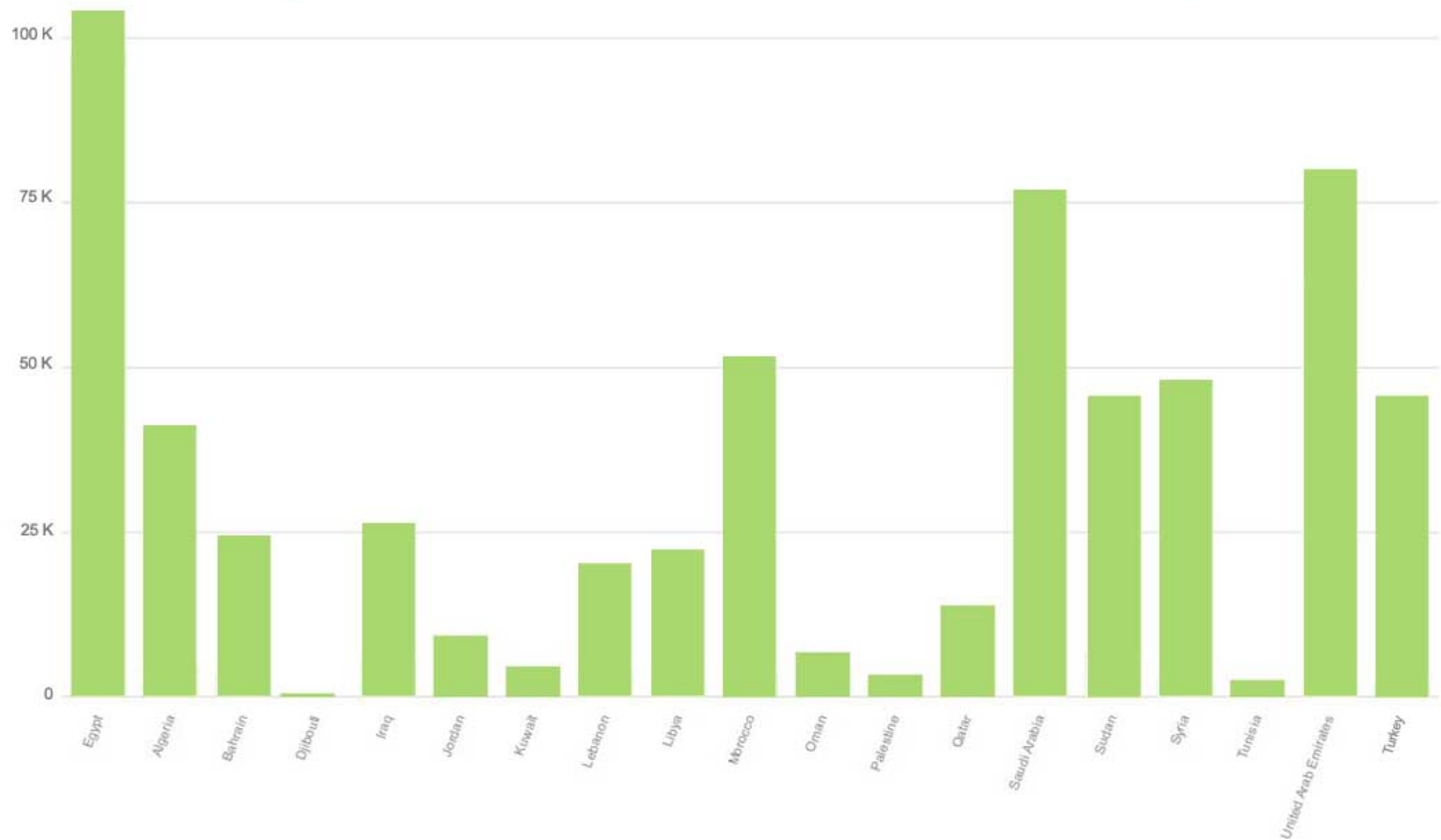
# GEOGRAPHIC SERVICES COVERAGE



Staffing & Outsourcing Services are delivered mainly from & through the following markets

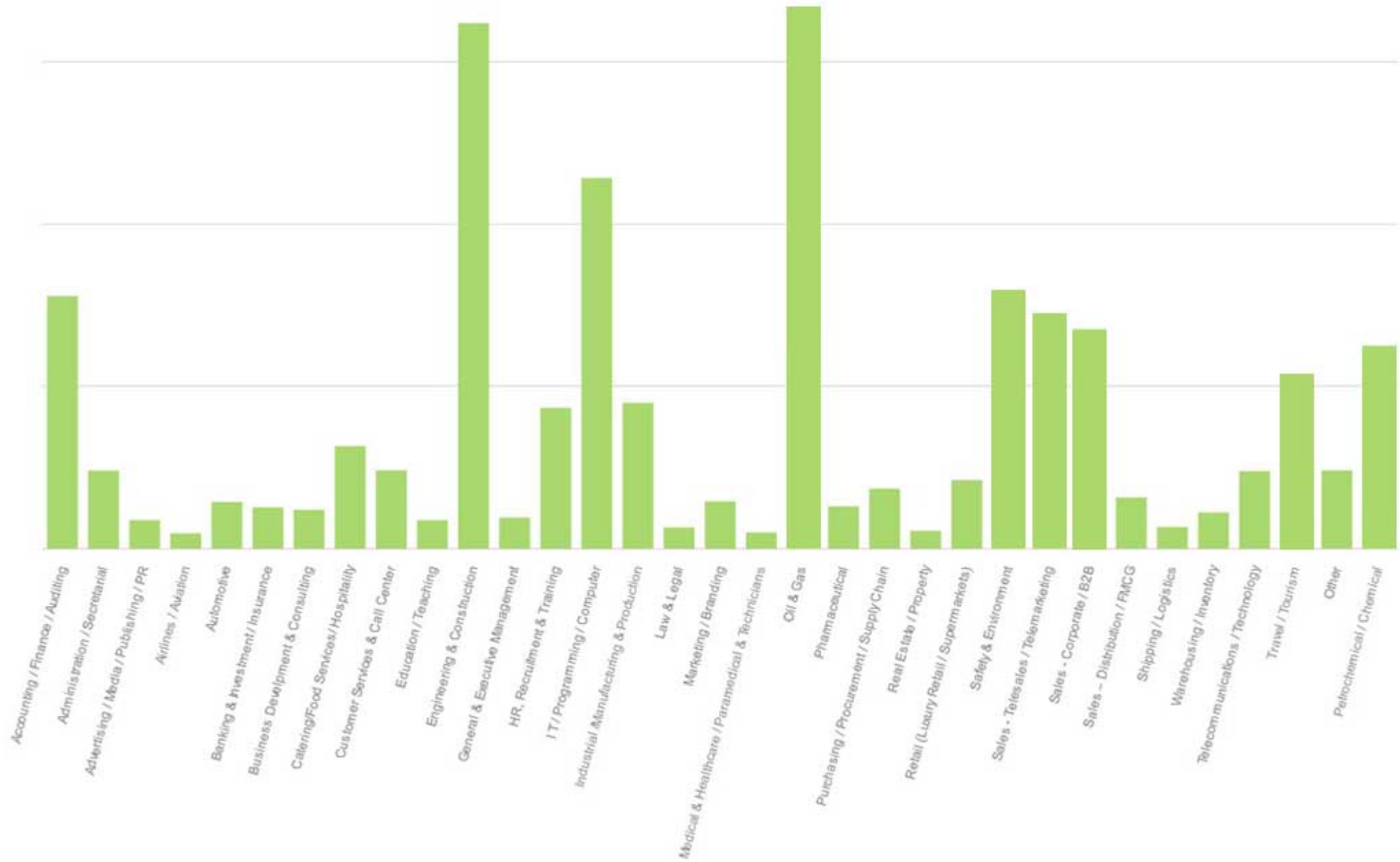


# TOTAL RESUMES BY COUNTRIES





# TOTAL RESUMES BY SECTIONS



# SISTER/ SUBSIDIARY COMPANIES



Egypt



Iraq & Jordan



Egypt



Lebanon & Syria



## FEATURED CAMPAIGN / PROJECT





# FEATURED CAMPAIGNS/ PROJECTS





# FEATURED CAMPAIGNS/ PROJECTS





## Main Partners Of Success In 2018



**+2000  
Hires In 2018**

Overseas Recruitment department has handled the Sourcing & Recruitment activities & interviews that took place in 13 different destinations/countries through ; Egypt, Morocco, Iraq, Lebanon, Tunisia, Sudan, Ghana, Uganda, Kenya, Nepal, Sri-Lanka, Syria & Algeria.

Exactly 2119 vacancy were filled from semi-skilled, Skilled, junior to senior positions after being screened, shortlisted, interviewed and selected to join their new roles with our clients all over UAE , Saudi Arabia , Qatar , Iraq , Kuwait , Algeria & Egypt.





## FEATURED CLIENTS

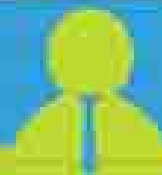




## FEATURED CLIENTS







## FEATURED CLIENTS





## FEATURED CLIENTS



damas





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E-mail: [contact@staffarabia.com](mailto:contact@staffarabia.com)  
Website: [www.StaffArabia.com](http://www.StaffArabia.com)

## Regional Offices

### Europe Office:

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E-mail: [europe@staffarabia.com](mailto:europe@staffarabia.com)

### Kuwait Office:

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Shuwaikh Kuwait  
Tel: +965 997 05775  
E-mail: [a.alhouqal@staffarabia.com](mailto:a.alhouqal@staffarabia.com)

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### Syria Office:

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[Staff Arabia](https://www.linkedin.com/company/StaffArabia)

## Regional Offices

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8th Floor, Hemkunt House Building,  
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THANK YOU

WISHING TO MAKE THE BEST COOPERATION IN FUTURE