



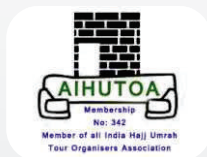
M/S ALFA HRD SERVICES

(م/ البشرية الموارد لتنمية ألفا خدمات ث)

Registration No.: B-1783/UP/PER/1000+/5/9374/2018



Manpower Consultant
Approved by
Ministry of External Affairs :
B-1084/UP/PER/1000+/5/9374/2018



ABOUT US

ALFA HRD SERVICES was founded in (2005). Now it is a leading government recognized Overseas Manpower Consultancy which is duly registered & approved by the Ministry of External Affairs (MEA), India. License No: B-1084/UP/PER/1000+/5/9374/2018 for recruitment of Indian manpower around the globe. We are engaged in providing Indian manpower (Skilled -Unskilled) for our overseas clients for any type of project.

We provide “Quality” manpower from India in Oil & Gas, Construction, Manufacturing workers from India. Our distinguished clientele represents a wide spectrum of industries like Oil & Gas, manufacturing, construction, engineering, telecommunication, petrochemical, banking, information technology, trading and distribution, shipping and aviation, transportation, call centers, business process outsourcing etc.

Our company is managed by highly qualified professional Human Resource consultants with several years of training and experience both in India and abroad. Their skill, ability to gauge the requirements of the client, commitment to work and determination to achieve the goal to the fullest satisfaction of client is the basic aim of our organization force, along with extensive database of professional Indian workers with several years of experience in India, Gulf & South East Asia, our smart, systematic & streamlined methodology of recruitment, with our replacement guarantee, ensures that the clients projects is our “Highest priority”.

We provide the right candidate in the right place at right time to our clients. We at Alfa HRD Services make our clients more tneicifein the areas of human capital administration and management, by providing quality manpower. We do not just provide assistance in recruiting staff and in training employees, but also in creating a new plan and in implementing strategies that would bring more business and capital to the organization.



OUR VISION

In the ever evolving techniques of modern business in the world and particularly in the Gulf Countries, our proficiency in "MANPOWER" has been indisputable. We move all types of labor force, whether special/skilled or unskilled.

We employ the best tools and personnel in the industry to ensure that your esteemed business is always at the forefront of our vision and we fulfill our commitments ahead of time. Our responsibility does not end there, rather, this is the beginning of our relationship. The success of your projects depends a great deal on employing competent and efficient manpower and to this end we are here to assist you to employ the required workforce to meet your requirements. It is our vision to be the most preferred Manpower Consultants partner of medium and large enterprises around the Middle East.

OUR MISSION

Speed, dependability, reliability and efficiency are our areas of expertise and Customer Satisfaction our goal. We leave no stone unturned in our efforts to satisfy our principals. It is ALFA HRD Services strong belief that Good Business Practices and the Friendship and Trust of our Clientele is the root of our success.



VISA ASSISTANCE

We offer professional and value-enhanced services to help you out with visa related queries ensuring that you have a truly enriching travel experience. ALFA HRD Services has a full-fledged department to ensure proper documentation,, and quick hassle-free processing of passport/visas to any country. We have been highly regarded as one of the best in the industry in terms of delivering a timely and dedicated visa service to our customers.

We provide ample advice and assistance in helping you gain the visa you require. We also specialize in group visas required by smaller or larger groups. For information on how to get the best visa assistance contact us to inquire and learn more about visa assistance like:-

- Visa Assistance
- Visa Assistance
- Saudi Arabia Business visa
- Saudi Arabia Work visit visa
- Saudi Arabia Family visit visa
- Saudi Arabia Employment visa/wakala
- Saudi Arabia Um-rah visa.
- Qatar Work/Employment visa
- Oman Work/Employment visa
- Bahrain Work/Employment visa
- Kuwait Work/Employment Visa
- UAE Business visa
- UAE Work visit visa
- UAE visit visa & many more.



SERVICES WE PROVIDE

Visa Facilitation Services

ALFA HRD SERVICES is an Indian manpower recruiting agency that provides visa facilitation services for moving to any country. The requirement could range from short term work to long term jobs or businesses. We are the one-stop-shop for all requirements with respect to visa documents. ALFA HRD SERVICES gives you complete information on the same and sefiirevthe documents, ensuring that all formalities are complete before you embark on the new journey. The different stages of visa facilitation include a variety of services. It starts with the processes of documentation and presentation, followed by collection, insurance, apostle services, legalization and attestation. Our executives will clearly state to you the total time required and necessary documents, so that you can make your travel plans accordingly.

Importance of the Legalization process

Documents authenticated in India and intended for use in another country need to be recognized as valid in the foreign nation. This entire process is recognized as Legalization in this domain. Documents are initially authenticated by the respective State Government, and then by the Ministry of External Affairs (MEA). For lanfi authentication, documents are sent to the Consulate or MBA. These are the overall details of the visa facilitation services. Once you get in touch with us, our executives will walk you through the entire procedure.

GCC Visa Facilitation

Visa facilitation has a tncacfiingisimpact on job creation across several world economies. Today there are clear opportunities for employees to travel after completion of GCC visa facilitation, and Alfa HRD Services looks to provide these to the applicants. We understand that delivery of information is important, current processes to obtain work visas need to be streamlined and e-Visa programs have to be instituted in place. At ALFA HRD SERVICES, we provide technology-driven solutions for quick GCC visa facilitation. We make it convenient for our customers by reducing the documentation as much as possible. It is the open border policy which has led to the emergence of United States as a superpower, and today the Gulf Cooperation Council is moving in the same direction. This leads to the requirement of several employees in different sectors, and we help such potential employees tap into these opportunities.

The visa facilitation policy for GCC is constantly updated over time. Our company keeps a track of these changes and informs the same to its customers. If you have enrolled with ALFA HRD SERVICES for visa facilitation, it is our responsibility to provide correct information at every step. So start preparing for your new life in one of the GCC countries, while we take care of the rest.



ATTESTATION/ LEGALIZATION OF DOCUMENTS

The process of attestation for all countries across the world is different. What is followed in GCC may not be the same in India. Alfa HRD Services provides you with all the rules and regulations with respect to attestation of visa documents. We handle all the requirements of visa attestation and legalization for our clients. For this purpose, we have several professionals with years of experience in this field. Embassy attestation and a pastille services are required for employees who wish to move to one of the GCC countries. Our company is geared to assist you every step of the way, through attestations, legalization of documents and authentication. Once you get in touch with our company representatives, they will initiate the process for you and provide you updates from time to time.

We prevent you from running around to different Government secifofor attestation and legalization. We are trusted partners for administrative functions These are the overall details of the visa facilitation services. Once you get in touch with us, our executives will walk you through the entire procedure.



HRD DOCUMENTS ATTESTATION

The Human Resources Department Ministry in New Delhi needed to attest visa documents earlier, which has been abolished since 2007. Now it is the duty of the state attestation authority to give the tsrfiattestation .etacfi trecAfter this, the Ministry of External Affairs (MEA) and completes the next level of attestation. Provide all the necessary documents to Alfa Hrd Services and we will complete the HRD document attestation procedure for you.

State education department attestation does the tsrfiattestation, called as attestation of .etacfiitrecAll setacfi itrecof schools, colleges and other educational institutions are attested during this stage. During the interview process with you, our visa professionals make sure they have all the details from you. With this, the authentication and attestation processes are completed without any hassles.

Alfa Hrd services handles all the jobs related to HRD documents attestation. Our executives are fully aware of the entire legal process. The reliability factor in our procedure is very high, which you can further verify from our present and past customers. On the other hand, if you try to complete this procedure on your own, it will get immensely complex and you are also likely to reach dead ends. So let the authorised document attestation company take care of your needs.



OUR CLIENTELE

Kingdom of Saudi Arabia

 <p>ABB Ltd. www.abb.com</p>	 <p>REM www.jalinternational.com.sa</p>	 <p>GULF NESNAS www.gulfnesnas.com</p>	 <p>PEMCO www.pemco.com.sa</p>	 <p>AL SHABANA GENERAL CONTRACTING EST (Al Shabana Group)</p>	 <p>AL-OSAIS INABENSA CO. LTD.</p>
 <p>NESMA & PARTNER CO. LTD. www.nesma-partner.com</p>	 <p>SINOPEC PETROLEUM www.english.sinopec.com</p>	 <p>AL MASHARIQ CO. LTD. www.almashariq.com</p>	 <p>ABDULLAH H. AL-MUTAWA SONS CO. www.almutawa.com.sa</p>	 <p>SAFETY INNOVATIONS www.safety-innovations.sa.com</p>	 <p>ABYAT HOMES OF HOMES</p>
 <p>AL-GHAZ CO. LTD www.alghaz.com</p>	 <p>HATCO GENERAL CONTRACTORS www.hatco.com.sa</p>	 <p>ALWI TUNSI</p>	 <p>ABDUL RAHMAN SAAD AL-RASHID & SONS COMPANY www.artar.com.sa/</p>	 <p>SAMARA www.samaraweb.net</p>	 <p>SAHRA STAR www.sahracontrol.com</p>
 <p>SAFARI CO. LTD. www.safari.com.sa</p>	 <p>ASSAD SAID FOR CONTRACTING CO. LTD. www.assadsaid.com</p>	 <p>UNIMAC www.unimaccompany.com</p>	 <p>FAWAZ AL HOKAIR GROUP</p>	 <p>UNITED GROUP www.unitedgroup.com.sa</p>	 <p>TECHNICAL DEVELOPMENT CONTRACTING CO (ZAHRAN)</p>
 <p>AL-RAJHI CO www.al-rajhi.com</p>	 <p>M & M UNITED CO. LTD. www.ablbidpipes.com</p>	 <p>ABDULLAH M. ABABTAIN GROUP www.ababtain-group.com</p>	 <p>ABSAR www.absar.com</p>	 <p>SAUDI SERVICES COMPANY LTD. www.saudiservices.com.sa</p>	 <p>AL SHARIF GROUP FOR CONTRACTING TRADING & DEVELOPMENT (HOLDING) CO. www.alsharifgroup.com</p>
 <p>RAWABI HOLDING www.rawabiholding.com</p>	 <p>AL OTHMAN INDUSTRIAL MARKETING CO www.imco-althman.com</p>	 <p>AL SHARIF GROUP FOR CONTRACTING TRADING & DEVELOPMENT (HOLDING) CO. www.alsharifgroup.com</p>	 <p>AL BAYAN HOLDING GROUP www.albayan.com.sa</p>	 <p>AL BUSAILI CO. www.albusaili.com</p>	 <p>AL QUSSIE INTERNATIONAL CO. www.alqussie.com.sa</p>



OUR CLIENTELE

United Arab Emirates



OUR PARTNERS



HAJJ & UM-RAH SERVICE

Alfa HRD Services is a full-service travel company. Our reputation for excellence is earned through our experienced staff and our services to our customers by providing the ultimate in value and personal attention. We are helping people For Haj And Um-rah And travel the world.

We believe each customer is unique precisely why, we provide tailor made services to suit your every requirement. We provide numerous web-based comparisons for budget carriers to locate the best viable option available.

OUR UNIQUENESS

Personal Guidance & Attention :

Throughout your tour our trained and experienced staff is at your service to guide you. Let it be at the airport for departure or performing Um-rah for the first time or while returning home, we are there to make you feel at home, and make your pilgrimage more comfortable.

We Commit, We Accomplish :

fo emit eht ta nevig sesimorp fo tneMfiluf eht ot eud era ynapmoc ruo fo sseccus eht ot yek dna laog ehT booking.



UNIQUE HOTELS

The hotels which we offer are unique, comfortable and are genuinely of standard. Very close to Hiram complex, which caters to the discerning international traveler for whom quality is paramount.

SAUDI AIRLINES

Saudi Airlines is our choice, which now flies non-stop from Delhi to Jeddah and Jeddah to Delhi.

LUXURIOUS TRANSFERS IN UM-RAH

Travel during Um-rah in new luxurious buses having 49 wide seats with good leg room, making your travel utmost comfortable.

THE MOST SELECTIVE CUISINE

To make you feel at home, we provide you delicious cuisine by cooks accompanying specially from India. Food is served in buffet system with hot and fresh chapatis. We cater all taste of varieties in our food services.





ABOUT UM-RAH

The Umrah or (Arabic is a pilgrimage to Mecca, Saudi Arabia, performed by Muslims that can be undertaken at any time of the year. In Arabic, Umrah means "to visit a populated place". As a technical term used in the Sharia, Umrah means to perform Tawaf round the Kaaba and Sa'i between Al-Safa and Al-Marwah, after assuming Ihram (a sacred state, either from a Miqat like Zu l-Hulafa, Juhfa, Qarnu l-Mana-zil, Yalamlam, Za-t-i-Irq, Ibrahi-m Mursi-a, or a place in Hill. It is sometimes called the minor pilgrimage or lesser pilgrimage , the Hajj being the major pilgrimage and which is compulsory for every able-bodied Muslim who can afford it. The Umrah is not compulsory but highly recommended.

VIRTUES OF UMRAH

- One Um-rah is a cleanser for the sins committed between it and another Um rah. Bukhari, Muslim.
- To perform one Um-rah in Ramadan is equivalent to a Hajj. In another narration, it is equivalent to Hajj performed with the prophet. Muslim.
- The performers of Hajj and Um-rah are representatives (of the order) of Allah I. If they call Him, He answers them and if they seek His Forgiveness He Forgives them. Ibn Majah.



AIR TICKETING

Providing International Air Transport is one of the most dynamic features which make us stand different from the mob in the industry. We serve the fast facility of air ticketing to any destination all over the world for both our national and international clients. We are associated member of IATA (Accredited Member of International Air Transport Association) which is responsive, forward-looking and universal trade association, operating at the highest professional standards to cater the best touring facility of our company. We offer inclusive Air Ticketing Services that are looked after by Air Ticketing Staff. We offer air ticketing both for domestic and international lights of almost every airline at best existing rates.

Domestic Ticket

We offer domestic air ticketing services to all the destinations as preferred by client's at best available fares. We assure the best rates in the market. The Airlines that are associated with are domestic airlines are Indigo, Jet Airways, Go Airlines and others.

International Ticket

We also offer International air ticketing services to all international destinations as preferred by client's at best available fares. We at "ALFA HRD SERVICES " assure and provide client friendly service. We deal in almost all International airlines for all the destinations around the world.

TOURS PACKAGES

We heartily understand the importance of tour and travel in this fast paced life style where people hardly get time to rest. Therefore, we bound our services to reduce your burden while you set to plan your holidays and provide the very best and life time memorable tour packages. We feel glad to share that since we are incorporated, ALFA HRD SERVICES is known to earn laurels for the termed committed tour planning in less span of time. Our tailor-made affordable travel packages with hassle free traveling services has led the landmark in the market of travel and tours. Below is list of some more famous tours that we serve to our customers widely to cater varied types of best holidaying packages to our different customers. It includes -

Domestic tour packages - We largely serve all types domestic tour packages for various famous touring destinations in India. We have varied affordable touring plans for all the part of country from north to south and east to west.

International tour packages - Our team of professional international tour planners understands the hassle one face while planning for outbound tours. Therefore, we stand to hold on all pains of traveling outside the country while we cater the international round the world journey to our customers.

Group holiday packages - Group holiday lovers are vastly welcome to ALFA HRD SERVICES for collecting their favorable tour packages. Our expertise in this dlefi have specially designed group holidaying to any part of the world. We are committed to offer budgeted family and educational tours. Corporate holiday packages - As we are into serving different types of holiday packages, planning corporate holidays is one of the prime part of our services. We serve all types of customized holidaying option for our all cooperate deals in less time and fair cost.

Our Miscellaneous Services - We offer some more exciting packages of our customers that will surely add on to the most rejoicing traveling experience with ALFA HRD SERVICES . It includes adventure holidays.





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