



GREAT INDIA TRAVELS AGENCY

Manpower Consultant

Regn. No. B-0805 / MUM / PER / 1000+ / 5 / 7677 / 2006

205, Kulsum Apartment, Opp. 'L' Ward Municipal Office,
S. G. Barve Road, Kurla (W), Mumbai - 400 070. India

Tel. : 0091 22 2654 9595 / 2654 9695 Fax : 0091 22 2650 0153

E-mail : greatindia_03@yahoo.co.in / info@greatindiagency.com

Website : www.greatindiagency.com

Associates Offices : DELHI, LUCKNOW



Methodology

Our Processing Special Features

- Computerized Personnel Data Bank.
- Qualified, Experienced and Expert Staff in Processing Unit.
- Test in ISO registered Trade Test Centers.
- The assurance that candidates are forwarded to you only after they have passed through our Selection & Processing Expert Team.
- A service designed to save your time, money and efforts without compromising the quality.

We send our recruitries after **3** most crucial phases.

1 Receiving Inquiries / Requirements

- ★ Searching in Manual / Computerized Data Bank and Job Portals.
- ★ Advertising & Publications, if necessary clients approval.
- ★ Search with Associates as per job specializing area.
- ★ Search with Head Hunting Team.
- ★ Final Short listing.
- ★ Receiving Demand Letter, Power of Attorney and Specimen Contract.

2 Interview / Selection

(i) Client Interview

- ★ Fixing interview places & schedule dates with client consent
- ★ Advertising & Publication
- ★ Client welcome at the airport
- ★ We arrange all short listed recruitries from different states and cities for interview.
- ★ Interview / Trade Test and Final Selection
- ★ Sending Medical Fitness Reports to the client for applying visas
- ★ Receiving Visas.
- ★ Visa Stamping, Immigration and Ticketing.

(ii) CV Selection

- ★ Scrutinized candidates by management from the short listed recruitries by our Processing Team.
- ★ Sending CVs for final selection to the Client by courier / email / fax.
- ★ Receiving final selected candidates list and Offer Letters.
- ★ Sending Medical Fitness Reports, signed Offer Letters and passport copies (if required) for visa processing.
- ★ Receiving Visas
- ★ Visa Stamping, Immigration and Ticketing.

(iii) Telephonic Interview.

- ★ Sending short listed and management scrutinized Cvs for Client selection.
- ★ Client taking interviews of selected candidates over the phone / internet in educational & technical aspects and sending us final selection list and Offer Letters.
- ★ Sending Medical Fitness Reports, signed Offer Letters and Passport copies (if required) for visa processing.
- ★ Receiving Visas.
- ★ Immigration, Ticketing and Visa Stamping

3 Workers Deployment

- ★ Receiving Demand Letter, Power of Attorney and Employment Agreement attested by Indian or (related) Embassy.
- ★ Receiving original / copy Visas.
- ★ Visa Stamping, Obtaining Immigration Clearance and Ticketing.
- ★ Deployment of the recruited workers within the given time frame by our Client.

- **ABOVE IS THE NORMAL PRACTICE METHODOLOGY, AND WILL BE UPDATED AS PER THE CLIENTS REQUIREMENT, JOB TYPE AND SIZE AND COUNTRY GOVERNMENT PROCEDURES.**



Documents Required

Documents Required From The Client

- * **A Demand Letter** addressed to us on the Employers letterhead indicating the required Trade & Quantity Salary offered, Period of contract, Normal working hours, Weekend holidays / Leave & Benefits, Accommodation, Transportation, Food / Allowance, Medical Assistance, Insurance and other benefit etc. Dully attested by Indian Embassy. (Specimen Attached)

- * **A Power of Attorney** to be executed on the Employer's Letterhead authorizing us to be your recruitment agent duly attested by the India Embassy (Specimen Attached)

- * **Commercial Registration Copy.**

- * **Visa Approval Slip Copy.**

- * **Employment Agreement in Arabic and English.**

Information Required

- * The Employer / Sponsor has to provide us detailed Job Description, Qualification and Experience Required, Age Group, Salary Guideness and Benefit Package with the principal knowledge to enable us to provide right candidate. We should be totally aware of the environment & surroundings of work place.
- * Employer has to provide us deployment schedule guidelines for recruities.
- * As we are legally bounded to the source country. The employer/sponser should provide us company business.objectives, aims and project details.

Our Clients

AL - JETATHEN (Industrial & Trading Group)

AI - KHILWI GROUP

BOUDAL GROUP

NOKIA & SEMENS CO. (In Gulf)

AL - KHOBER CONSTRUCTION CO.

WESTERN (Bakeries)

MOHD ALI AL QAHATNI EAST

AL - RAIES ADVERTISING & SIGN WRITER

AL - MASHARRAF (Manpower)

SALEH NASIR AL-KHILAIWI & SONS TRADING CO.

AL-MAHANNA TRADING EST.

AL-BAIJAN TRADING AGENCIES AL-JERI GROUP

GIFT VILLAGE (Trading)

Registration Certificate



Government of India
Ministry of Overseas Indian Affairs

REGISTRATION CERTIFICATE

ISSUED UNDER SECTION 11 OF THE
EMIGRATION ACT, 1983

THIS REGISTRATION CERTIFICATE IS ISSUED UNDER THE PROVISION OF SECTION 11 OF THE EMIGRATION ACT, 1983 TO THE AGENCY WHOSE PARTICULARS HAVE BEEN GIVEN IN THE CERTIFICATE TO COMMENCE OR CARRY ON THE BUSINESS OF RECRUITMENT FOR DEPLOYMENT OF INDIAN WORKERS WITH FOREIGN EMPLOYERS WITH EFFECT FROM THE DATE OF ISSUE OF THE CERTIFICATE AND SUBJECT TO THE TERMS AND CONDITIONS STIPULATED IN THE CERTIFICATE.



Mehul
21/11/2011
SIGNATURE, NAME AND SEAL
OF THE REGISTERING AUTHORITY.
Protector General of Emigrants,
Ministry of Overseas Indian Affairs,
Government of India,
New Delhi.

-2-

PARTICULARS OF THE AGENCY

1. Registration Certificate Number: *REG/2011/M/PER/10001/5/7677/2006*
2. Name of the Agency: *M.S. Great India Travel Agency*
3. Office Address of the Agency: *1st floor, Shop no. 6, 1st floor, 2nd block, T.P.S.T. 1, Fazl Shah Melha Road, near Hotel Melha, Mumbai, Maharashtra, India, 400054*
4. Nature of Agency: *Recruitment Firm (Company/Proprietorship firm/ Partnership firm)*
5. Name of RC Holder: *Shri. Suresh 7777 Ahmed Khan*
6. Date of birth of the RC Holder: *24-07-1966*
7. Nationality of the RC Holder: *Indian*
8. Position in the Agency: *Proprietor*
9. Telephone Number of the Agency: *022-26130778*

-3-

10. Fax Number of the Agency: *022-26130778*
11. Email address of the Agency: *greatestindia@yahoo.com*
12. Date of issue of RC: *20-11-2006*
13. Period of validity: *Five Years*
from *20-11-2006* To *19-11-2011*
14. Date of expiry of validity: *19-11-2011*
15. Limit of workers to be recruited: *100000 thousand only*



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21/11/2011
SIGNATURE, NAME AND SEAL
OF THE REGISTERING AUTHORITY.
Protector General of Emigrants,
Ministry of Overseas Indian Affairs,
Government of India,
New Delhi.



With reference to the application dated *28-07-2006* for grant of a Certificate under Section 10 of the Emigration Act, 1983 to commence or carry on the business of recruitment for deployment of Indian workers with foreign employers, *M.S. Great India Travel Agency* is hereby granted the said certificate effective from the date of issue of this certificate, subject to the following terms and conditions, namely:-

(i) that the business shall be conducted at *1st floor, 2nd block, T.P.S.T. 1, Fazl Shah Melha Road, near Hotel Melha, Mumbai, Maharashtra, India, 400054* *Se-As-02*

- that this certificate is valid for a period of *five* years or till the completion of the recruitment of *100000 thousand* workers, whichever is earlier. In the event of the recruitment of the specified number getting completed before the specific period, the holder of the certificate can be permitted to continue recruitment upto expiry of the certificate on production of evidences of actual demand and on furnishing additional security under sub-rule (2) of Rule 8;
- that the holder of the certificate shall conduct business under signatures and seal of the director /partner/ proprietor and the certificate shall not be transferable;
- 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 employers;
- that the holder of the certificate shall normally conduct the business from the place indicated in the application for registration. For opening a Recruitment centre at a place other than the place indicated in the application, the holder of the certificate has to obtain the prior approval of Registering Authority;

death, as the case may be, date of accident, name, address of the recipients name and address of the employer, and the receipt in original or token of having made the payment of compensation be pasted.

(k) such other records as may be required to be maintained by the registering authority.

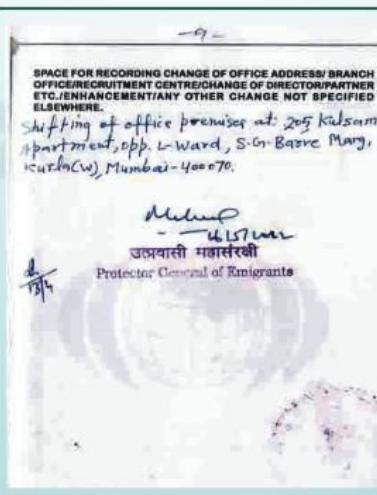
(l) that the holder of the certificate shall furnish return of the preceding month in Form IV by the 10th of the succeeding month.

(m) that copies of advertisements for recruitment of the emigrants shall be filed with the Protector of Emigrants, and

(n) that recruiting agent shall not charge the repatriation expenses from the emigrant. *As well as compensation to be levied*



Mehul
21/11/2011
Signature, name and seal of the
Registering Authority
Protector General of Emigrants,
Ministry of Overseas Indian Affairs,
Government of India,
New Delhi.



SPACE FOR RECORDING RENEWAL OF THE CERTIFICATE FROM TIME TO TIME

Validity of the Registration Certificate extended upto
19-11-2021

Protector General of Emigrants

Validity of the Registration Certificate extended upto
19-11-2021

Protector General of Emigrants

Validity of the Registration Certificate extended upto
19-11-2021

Protector General of Emigrants

Validity of the Registration Certificate extended upto
19-11-2021

Protector General of Emigrants

About Us

Committed towards has establishing and serving clients staffing needs, we at “ GREAT INDIA TRAVEL AGENCY “ have established a long term relationship with our clients, by providing them premium quality value-added services.

Our competent employees are known for providing exemplary customer service to the Corporate, in India and Abroad. We have an abundance of experience and expertise in understanding client's manpower requirements and matching it with the right profiles. We make use of selective parameters for procuring right candidates and give equal emphasis to the productive nature of the employee, their positive attitude and if, they have the qualities to be a team players.

GREAT INDIA TRAVEL AGENCY is one of the leading Government Recognized recruiting agency from Mumbai, India established in 1992 vide Registration No. B-0805/MUM/PER/1000+/5/7677/2006 approved by Ministry of Labour of India. Our Highly Motivated Professionals with an Organized Administrative have been successfully providing the promising career opportunities to Innumerable Job Seeker from India, through our unflinching commitment towards the employers and potential job seeker, we have made our reputation of being reliable, fair - minded and straight forward in our recruitment and consultancy services. Our dedicated approach has aided us in becoming one of the numero uno companies in the recruiting and consulting field. We also, have a large number of Database of Highly experienced and hardworking Professionals in the Category - wise i.e. Skilled and Un-skilled.



Apply Online & Contacts

Apply online

Thank you for visiting this page. Currently, we have the following position available for our reputed clients, who are based in the Middle East Countries.

The level of Education & experience is described in details :

Please remember that these positions are available for male / female candidates, at this time.

Please forward us your UPDATED CURRICULAM VITAE & if, you require any additional information,

Please tingle the Administrative Department on
0091 - 22 - 2654 9595 / 2654 9695

OR

Send your resume to
greatindia_03@yahoo.co.in
Info@greatindiagency.com

Contact Us

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S. G. Barve Road, Kurla (W), Mumbai - 400 070. India**

Tel. : 0091 22 2654 9595 / 2654 9695

Fax : 0091 22 2650 0153

Contact Person : Sarfaraz A. Khan

Mobile : 09833112460 / 09821375480

E-mail : greatindia_03@yahoo.co.in

info@greatindiagency.com

Website : www.greatindiagency.com

Know all men by these presents,
that we _____ do hereby certify
we hire and authorize

GREAT INDIA TRAVEL AGENCY
Lic. No. B-0805/MUM/PER/1000+/5/7677/2006

As our representative to perform the following :

1) To hire and make agreements with workers
that we need to work for us in the Kingdom
of Saudi Arabia according to our Visa.

No:
Dated:

2) To make all necessary arrangements to the
aforementioned workers such as selecting
workers, testing professionally, health
examination, traveling documents,.. Etc.
And to sign employments contract as
per article 76 of Saudi Labour Law.

3) To act and sign of behalf of us/me any
necessary documents needed by the
authority for the same purpose.

Yours Sincerely,

For _____

GREAT INDIA TRAVEL AGENCY

Lic. No.: B-0805/MUM/PER/1000+/5/7677/2006

Dear Sir

This is to request you to kindly select
and prepare the following workers for
us against our valid Block visa

No:
Dated:

On the following terms and conditions:

Category	Qty.	Monthly Salary
Terms and Conditions:		
- Contract Period	:	2 Years
- Medical Facilities	:	Free
- Accommodation & Food	:	Free
- Probation Period	:	90 days
- Working Hours	:	8 Hours
- Economy class air ticket from the point of hire back on contract expiry provided.		
- Overtime and the conditions shall be subject to the Local Laws.		

Best Regards,

For _____

“ WAKALA ”

غريت انديا تراويل ايجنسى

رقم التسجيل: ٥٠٨٠٥ - بـ / مومـ / برـ / ١٠٠٠ / ٥ / ٧٦٧٧ / ٢٠٠٦

٢٠٥، عمارة كلثوم، امام مكتب بلدية (ايل وارد)، شارع ايس. جي. بارو،
كرلا (مغرب)، مومباي - ٤٠٠٧٠٠. (الهند)