



OP&HRD/3654/RWP

AL-AMMAD ENTERPRISES

Overseas Employment
Promoters



SAUDI ARABIA



UNITED ARAB
EMIRATES



BAHRAIN

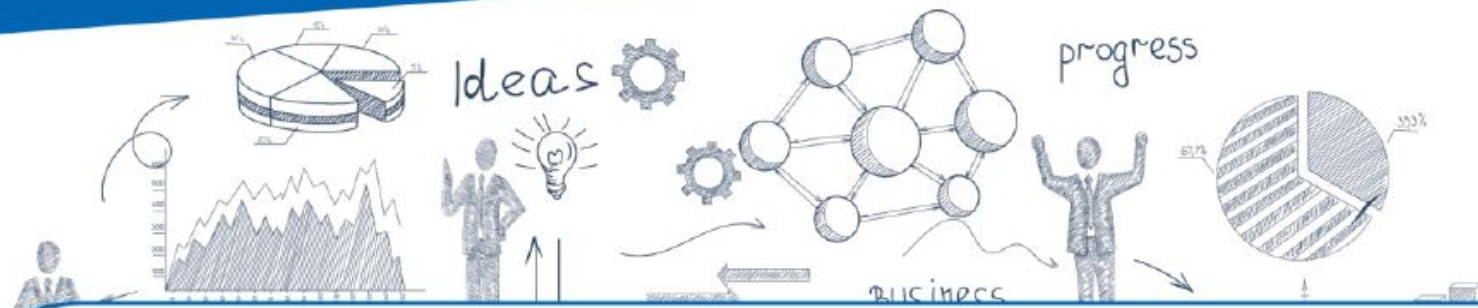


OMAN

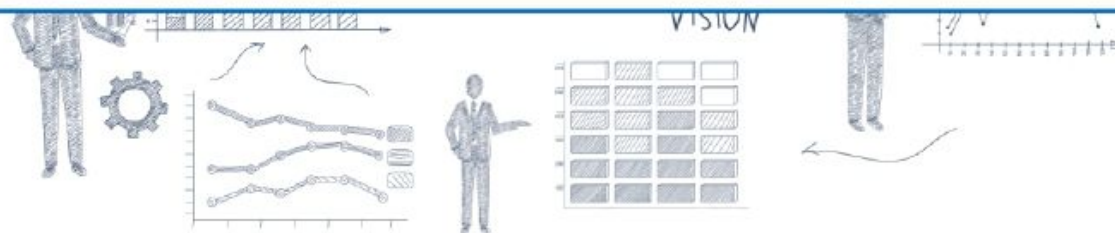


QATAR

AL-AMMAD ENTERPRISES



AL Ammad Enterprises, License No. OP & HRD/3654/RWP provides Manpower and Recruiting Services in multiple fields and areas starting from unskilled labor to Professionals from Pakistan to our prestigious clients in Saudi Arabia, UAE, Qatar, Bahrain, Kuwait. AAE offer Recruitment, Consultancy, Visa Processing and Staffing Solutions that are modern and sophisticated services that are indispensable to our clients and candidates. With highly expert staff in this field we will ensure you get best out of our recruitment process. AAE provides skilled and qualified manpower at all levels in the areas of FMCG, Engineering / Construction, Information Technology, Telecommunication, Healthcare, Finance etc.





Introduction

Managing Director's Message

On behalf of the firm and my colleagues, I would like to express my appreciation for giving us this opportunity to introduce our company as a manpower provider for various Industries. We are hiring the most qualified professional, skilled and unskilled workforce from various fields as per demands.





Introduction

**Ch. Muhammad
Ammad**

CEO

 **+(966) 597 406 831**

 **+92 300 5210468**

 **aae3654@gmail.com**

Business Associate



We also do have our associate offices in India, Bangladesh, Nepal and Philippine. The Candidates in these Countries are screened tested and selected by our professional team in the same manner as in Pakistan

List of Our Esteemed Clients

**Al Yamamma
LLC KSA**

**Mutlaq Al
Guraidi LLC
KSA**

**Yahya Bin
Zalcari LLC KSA**

**Zaman Al Hairi
KSA**

Al Watani KSA

**Petro let
KSA**

**Thabit Trading
Contracting Co.
KSA**

**Future
Foundation
General Cont.
Est. KSA**

**Yousaf Ali
Hussain Al
Tarifi KSA**

**Nakhbat Al
Fiza Al Qabaza
KSA**

List of Our Esteemed Clients

**Al Rabat Al
Koni KSA**

**Abdullah Ubaid
Jabal Al Shari
KSA**

**Abdul Aziz Al
Tayan Trading
KSA**

**Rakisa Holding
Co. KSA**

**Nabatat for
Contracting
KSA**

**Bina a Al
Ajiyal
Contracting
Est. KSA**

**Baldiya Bisha
Al Riyadh KSA**

**Arabtec Saudia
Arabia Ltd KSA**

**Al Sudais For
Trading
Contracting Co.
KSA**

**Saudi
Maintenance
Made Simple
KSA**

List of Our Esteemed Clients

**Al Ettekan
Aluminum
System KSA**

**Al Mosasa Al
Tabay KSA**

**Ahmed Sallman
at Fahhad Son
Ltd. Co. KSA**

**Saudi National
Est. Co. Ltd KSA**

**Abdullah
Ibrahim Al
Tamimi KSA**

**Shahan Hotel
Dammam
Hotels
Company KSA**

**Saudi Tumpane
Company Ltd.
KSA**

**Nesma
Partners
KSA**

**Saudi Arabian
Gulf Co. General
Contracting
KSA**

Hitachi KSA

List of Our Esteemed Clients

**Zahran Oper.
Maint. Co. Ltd
KSA**

**Abdulrahman
M. Al Shalawi
Est. KSA**

**Salim M. Al
Joaib
Partener
Co. KSA**

**Add
Abduljadayel
Orignal flight
catering KSA**

**Fun Time
KSA**

**Al Sharif
Holding Co.**

Al Toukhi Co.

Asconcom Co.

Manpower and Staff Availability



Construction Projects



Road Construction Projects



Surface Transport Personnel



Hotel Industry & Catering



Maintenance Projects



Hospitals (Doctors & Nurses)



Fire Fighting Services



Civil Aviation



Utility & Cleaning Service



Office Staff (Administration)



Security Guards



Flooring and Tiling

Recruitment Process Timeframe

The recruitment process timeframe for elementary and non-professional occupations from Pakistan to Saudi Arabia typically ranges between 2 to 4 months, depending on the efficiency of the recruitment agency, the availability of required documents, and the responsiveness of relevant authorities. Below is a detailed step-by-step breakdown specific to Pakistan:

1. Job Advertisement and Candidate Shortlisting (1–2 Weeks)

- **Process:** Employers or Saudi recruitment agencies collaborate with authorized Overseas Employment Promoters (OEPs) in Pakistan to advertise vacancies.
- **Timeframe:** Candidates submit applications, and agencies conduct initial screenings and interviews to shortlist suitable candidates.

2. Job Offer and Candidate Approval (1–2 Weeks)

- **Process:**
- Shortlisted candidates are offered jobs with a detailed contract outlining salary, working conditions, and benefits.
- Employer obtains candidate approval from Saudi Arabia's Ministry of Human Resources and Social Development (MHRSD) via the Qiwa platform.
- **Timeframe:** Approval processes can take 1–2 weeks.

3. Document Collection and Attestation (2–4 Weeks)

- **Required Documents:**
- Passport (valid for at least 6 months)
- CNIC (Pakistani National ID Card)
- Educational and experience certificates (if applicable)

Recruitment Process Timeframe

- *Police Clearance Certificate*
- *Medical Fitness Report (from a GAMCA-approved medical center)*
- *Attestation:*
 - *Academic documents must be attested by the Higher Education Commission (HEC) and the Ministry of Foreign Affairs (MoFA) in Pakistan.*
 - *Contracts may require attestation by the Saudi Embassy in Pakistan.*

4. Visa Processing (2–4 Weeks)

- *Process:*
 - *The employer applies for a visa through Saudi Arabia's Visa Services Platform (Enjazit).*
 - *The visa is stamped on the candidate's passport after approval.*
- *Requirements:*
 - *Visa authorization number provided by the Saudi employer.*
 - *Stamping at the Saudi Embassy or Consulate in Pakistan.*
 - *Timeframe: This process can take 2–4 weeks depending on the workload and completion of prior steps.*

5. Pre-Departure Formalities (1–2 Weeks)

- *Steps:*
 - *Pre-departure orientation (mandatory under Pakistani labor laws).*
 - *Ticket booking and finalization of travel arrangements.*
 - *Medical Check: Some candidates may undergo additional health screenings if required.*

Recruitment Process Timeframe

6. Travel and Post-Arrival Formalities in Saudi Arabia (1 Week)

•Process:

•Candidates travel to Saudi Arabia and may undergo further medical tests, biometric registration, and formalities for obtaining their Iqama (residence permit).

Total Estimated Timeframe: 8–16 Weeks (2–4 Months)

Factors Influencing Timeframes:

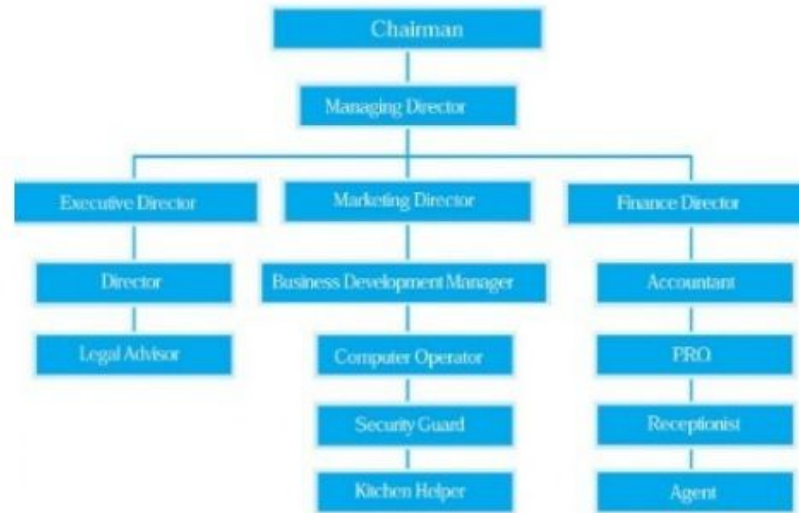
- Delays in document collection or attestation (e.g., HEC, MoFA, Saudi Embassy).
- Visa processing delays during peak recruitment periods.
- Candidate availability and compliance with medical or other requirements.

To expedite the process, candidates should ensure all documents are complete, work with authorized agencies, and stay proactive in meeting deadlines.

Trade Testing Centre



Organization Chart





العماد انتربرايزز

لتوظيف القوة البشرية لما وراء البحار
رقم الرخصة: او-بي وايج آر دي/٣٦٥٤/راولپنڊي

O-925، 1، دور الاول
گلزار منزل، جیولری مارکیٹ،
شارع مری، راولپنڊی-الپاکستان

aae3654@yahoo.com
aae3654@gmail.com
www.aae.org.pk

شوری محمد عماد
الرئيس التنفيذي

+92-300-5210468
+92-51-5761586



AL-AMMAD ENTERPRISES

Overseas Employment Promoters
Lic. No. Op & HRD/3654/RWP/2015

Ch. Muhammad Ammad
CEO

+92-300-5210468 (PAK)
Tel: +92-51-5761586

O-925/A-1, 1st Floor,
Gulzar Manzil, Jewellery Market,
Murree Road, Rawalpindi-Pakistan.

aae3654@yahoo.com
aae3654@gmail.com
Web: www.aae.org.pk





Government of Pakistan

Ministry of Overseas Pakistanis & Human Resource Development
Bureau of Emigration & Overseas Employment

Overseas Employment Promoter's Licence Renewal

[Not – Transferable see rules 7 and 9(1)]

Licence No 3654 / RWP issued on 23/04/2015

authorizing Mr/Miss/Mrs Ch Muhammad Ammad

of Messers Al Ammad Enterprises



Whose photograph is affixed above, authorising him/her to engage in assisting persons to emigrate for the purpose of employment by obtaining or helping to obtain, for them the necessary passage from Pakistan, subject to the provisions of the Emigration Ordinance, 1979 (XVIII of 1979), and the emigration Rules, 1979, is hereby renewed for the period 01/01/2024 to 31/12/2026



Islamabad, 20/12/2023

Dated the

Director General

Bureau of Emigration & Overseas Employment
Ministry of Overseas Pakistanis & Human Resource Development
Government of Pakistan

Instructions and Conditions

1. The licensee shall carry this licence on his person whenever engaged in any work under Emigration Ordinance, 1979, and the rules made thereunder and shall produce it on demand by a bonafide person including the emigrants' employers in foreign countries and any official of the Government of Pakistan in Pakistan or abroad.
2. Any licensee who causes, or assists in, the emigration of any person in contravention of the provisions of the Emigration Ordinance, 1979, or the rules made thereunder, shall be punishable in accordance with the law.
3. Any violation of the Emigration Ordinance, 1979, or the rules made thereunder, shall render him liable to any one or more the following measures:-
 - (i) Suspension of licence;
 - (ii) Cancellation of licence;
 - (iii) Forfeiture of security money in part or full; and
 - (iv) Prosecution in a court of law under the said Ordinance and the Rules.



العماد انتر برا ئيز

لتوظيف القوة البشرية لما وراء البحار
رقم الرخصة: او بي واي ج آر- دي/ ٣٦٥٤/ راولپنڊي

0-925، اے 1، دور الاول
گلزار منزل، جیولری مارکیٹ،
شارع مری، راولپنڊی-الپاکستان

aee3654@yahoo.com
aee3654@gmail.com
www.aee.org.pk

سجاد علی شوری
مدیر تسویق

+966-082447688
+92-300-5210468
+92-01-5761586



AL-AMMAD ENTERPRISES

Overseas Employment Promoters
Lic. No. Op & HRD/3654/RWP/2015

Ch. Sajjad Ali
Marketing Director

+966 58 244 7688 (KSA)
+92 300 5210468 (PAK)
Tel: +92 51 5761586

0-925/A-1, 1st Floor,
Gulzar Manzil, Jewellery Market,
Murree Road, Rawalpindi-Pakistan.

aee3654@yahoo.com
aee3654@gmail.com
Web: www.aee.org.pk



2030



Office Address: O-925/A-1, 1st Floor,
Gulzar Manzil, Jewelry Market, Murree Road,
Rawalpindi-Pakistan

Ksa Cell/Whatsapp :+966597406831

Pk Cell/whatsapp:+923005210468

Email: aae3654@gmail.com

Website: www.aae.org.pk

المملكة العربية السعودية
Kingdom of Saudia Arabia

