



COMPANY PROFILE

INTRODUCTION

It is a pleasure to introduce our firm, *JPZ Manpower Services* Recruiting Agency, holding License No. OP&HRD/4763/SKT/2022. We are Overseas Employment Promoters dealing in skilled and unskilled manpower supply according to the demands of our Principal. *JPZ Manpower Services* is recognized by the Government of Pakistan and member of the Pakistan Overseas Employment Promoters Association (POEPA), which provides skilled and qualified man power to Gulf (Middle East), Far East and other parts of the world in multiple sectors of industry like FMCG, Engineering, Construction, Labors (Skilled, unskilled and semi-skilled), IT & Telecom, Doctors, Education, and Banking & Finance etc. *JPZ Manpower Services*, has fully automated corporate office equipped with latest technology in Gujranwala which is connected to the branch offices in Gulf Countries and network of associated offices in other major cities of Pakistan. We provide extremely exceptional and fully automated web based services to all the clients and users, so that clients may able to get aware at each and every process by using the outstanding eservices provided by *JPZ Manpower Services*

ABOUT US

JPZ Manpower Services is one of the best recruiting companies that provides overseas recruitment and HR Professional services to the esteemed organizations. We have highly professional and qualified recruitment team includes multi-disciplinary, Consultants, Specialists and Coordinators, with expertise across all functional areas and industries, to facilitate our clients in more convenient and simple manner. We are unswerving to provide specialized Human Resources at all levels in the areas of FMCG, Engineering, Construction, Information Technology and Telecom & Finance beside a large section of service industry sectors.

VISION

JPZ Manpower Service is envisioned to bridge borders and empower Gulf Countries with Pakistan's Top-notch Professionals. Our Recruitment professionals are assisting top companies in Kuwait, UAE, Qatar and more!

MISSION

Our mission is to shortlist and recruit exceptional Pakistani Talent across various industries and facilitate seamless and efficient hiring processes for Gulf Employers. We aim to foster strong partnership that drive mutual success and growth.

GOALS

Our goal is to become the go-to recruitment agency for Gulf-Pakistan talent exchange. Moreover, achieve 100% client satisfaction by delivering top-tier candidates. Also to enhance employment opportunities and contribute to regional economic development.

DOCUMENT REQUIRED

Demand Letter:

Demand letter should be addressed to JPZ Manpower Services. License no OP&HRD/4763/SKT/2022. The letter should have details of the number of workers, nature of job with required category, salary, duty hours, food and accommodation facilities, overtime, transport, insurance of workers. Residence permit and other benefits. Demand Letter should be signed by authorized person, bear company seal, and attested from Chamber of Commerce and Ministry of Foreign Affairs.

POWER OF ATTORNEY:

Power of Attorney: Power of Attorney is a legal confirmation, on behalf of employer, for selection of manpower. This authorizes JPZ Manpower Services License no OP&HRD/4763/SKT/2022 for sending workers legally. Power of Attorney should be signed by authorized person, bear Company seal and attested from Chamber of Commerce and Ministry of Foreign Affairs.

INTER PARTY AGREEMENT:

Inter Party Agreement Inter party agreement between the employer and JPZ Manpower Services License no OP&HRD/4763/SKT/2022

EMPLOYMENT AGREEMENT:

Address to JPZ Manpower Services License no OP&HRD/4763/SKT/2022 Should execute an Employment Agreement between themselves starting fully and precisely the terms and conditions regarding demand and supply of manpower from Nepal. This agreement must be signed by both parties towards acceptance of stated terms to execution of the recruitment procedure.

GUARANTEE LETTER:

Guarantee on behalf of the employer company stating that the worker will be working in the employing country only. This letter must be attested by the Embassy of Pakistan

NOTE:

This Demand letter/Power of attorney/Inter party agreement must be duly endorsement by the ministry of foreign affairs and chamber of commerce and finally attested by the Pakistan Embassy existing in the country of employment & Letter of authority/Inter party Agreement/Employment Agreement/Guarantee letter must be attested by the Pakistan Embassy.

JOB CATEGORIES

Hotel/Restaurant Department

- Manager, Asst Manager
- Asst. Cooks
- Fast Food Crew
- Sales and Marketing
- Watchman
- Housekeeper/Cleaners
- Dishwasher

- Restaurant Captain
- Waiters
- Stewards
- Accountant
- Laundry Man, Service Man
- Room Boy
- Trolley Helper/Bell Boy

- Cooks Continental/
Chinese/Indian/Arabic .
- Food and Beverage Manager
- Food and Beverage Controller
- Cashier/Bakers/Barman
- Security Guard/Officer
- Kitchen Helper

Medical & Health Care

- Consultant / Specialist / Resident Doctors
- Bio Medical Engineers
- Technicians / Technologist

- Pharmacists
- Nurses
- Dentist

Building/Construction

- Construction Group/Labor
- Carpenters (Finishing & Shuttering)
- Mason- Construction Helpers
- Plumbers, Welders
- GYSM Fitter

- Painters (Spray/Wall)
- Mason Tile/Marble Fitters
- Steel Fixers & Pipe Fitters
- Electricians
- Electronic Technicians | Mason-Brick Layers

Engineering

- Project Manager/Engineer
- Land Surveyor
- Mason/Tile Fixer
- Civil Helper/Laborers
- Electrical Engineer
- Cable Joiner H.T.
- Iron Worker/Structural
- Fabrication & Erection Rigger
- Sand Blaster

- Civil Engineers
- Carpenter
- Plaster/Plumber
- Millwright Fitter
- Foreman & Electrical
- Welding Engineer
- Tank Fitter
- Painter (Spray)
- Insulator

- Foreman & Civil/Plumbing
- Concrete Finisher
- Architectural
- QC/Safety/Piping Engineer
- Iron Worker, Rebar Bending & Fixing
- Electrician/Electrical Helper
- Foreman Piping/Rigging/scaffolders
- Welder Tig & Arc, structural
- Pipe Fitter/Fabricator

Office Personal Management

- Office Manager
- Asst. Manager
- Accountant, Cashier
- Manager & Marketing, Sales Admin
- Computer Programmer
- Computer Operator
- Clerk, Typist, Data Entry Operator
- Secretary, Storekeeper, Purchaser
- Sales Man
- Office Boy
- Tea Boy

JOB CATEGORIES

Agriculture

- Gardener
- Farmer
- Fish Cleaning & Cutting
- Chicken Cleaning & Cutting

Security Guard

- Watch Man
- Body Guard & Many more
- Security Supervisor
- Civil Security Guard

Supermarket

- Check out Cashiers
- Shelves Rack Organizers
- Trolley Boys
- Cleaners
- Loading & Unloading Labore
- Helper
- Salesman

MEMBERSHIP PEOPA

Book No.B 13740

Serial No.B 1373937

MEMBERSHIP CERTIFICATE

Name & address of Chamber **PAKISTAN OVERSEAS EMPLOYMENT**
Association **PROMOTERS ASSOCIATION (POEPA)**

(Affiliated with the Federation of Pakistan Chambers of Commerce & Industry)

CERTIFIED that **JPZ MANPOWER (4763/SKT)**

(name and address of Member Firm / Company)

OFFICE: 99 JINNAH STADIUM CIVIL LINE, GUJRANWALA

G.S.T. No. **N/A** N.T.N. No. **3410162022301**

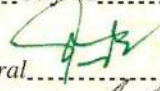
is a member of this Chamber **Association**
Association
Membership No: **SKT-354**

THIS CERTIFICATE shall be valid upto the **31/03/2024** unless
(date)

otherwise notified to the NTN / GST Registration authority / Scheduled Bank
concerned.



Given on this **04** day of **04** 20 **23**

Signature of Secretary General 

Countersigned by **Ejaz Ahmed**
CHAIRMAN
(name and designation)

REGISTRAR FIRMS

ACKNOWLEDGMENT OF REGISTRATION OF FIRM



FORM C
RULE 9 (A)

No. GRW/0017

Year 2022-23

The Registrar of Firms, Gujranwala hereby acknowledges the receipt of the statement prescribed by Section 58(1) of the Partnership Act, 1932. The statement has been filed and the name of the firm **M/S JPZ TECHNICAL TRAINING CENTER, HOUSE NO. 3, STREET NO. 3 JINNAH PARK RAM BASTI GUJRANWALA** has been entered in the Register of Firms.

Note: The firm may, if it desires or feels necessary to indicate after its name that it is a registered concern, it should add the following wording or vernacular translation thereof "Registered under the partnership Act, 1932."

Gujranwala
Dated: 29/07/2022



(Shafique Ahmed),
Registrar of Firms,
Gujranwala

Despatch No. RF/GRW/ 22

Dated: 29-7-2022

MOP & HRD LICENCE

Ministry of Overseas Pakistanis and Human Resource Development



OVERSEAS EMPLOYMENT PROMOTER'S LICENCE

(Non-Transferable) [See rule 7 & 9 (1)]

LICENCE NO **OP&HRD/4763/SKT/2022**

Mr./Ms. **Umer Farooq Butt S/o Javed Iqbal**

Messer **JPZ Manpower**



Whose photograph is affixed above, is hereby authorized 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 Rule, 1979.

This Licence expires on the thirty first day of **December, 2024**

Islamabad



Dated the **17** AUG 2022

Joint Secretary
Muhammad Zubair
Min. Joint Secretary (Emigrants & Human Resource Development)
Ministry of Overseas Pakistanis and Human Resource Development
Government of Pakistan
Islamabad

JPZ MANPOWER SERVICES

OP&HRD/4763/SKT/2022

WE ARE HERE

HEAD OFFICE
GUJRANWALA

Office No 99 Jinnah Stadium, Civil Lines,
Gujranwala, Punjab 52250 Pakistan

Govt Lic No
OP & HRD/4763/SKT/

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Email: Jpzmanpower@gmail.com

Whatsapp: +92-3006407345 | +92-3217443131

Website: www.jpzmanpower.com

