



Anjish International



Founder

It is my great pleasure to welcome you to Anjish International. As we celebrate years of continuous success since our inception, I would like to reflect on our various achievements and milestones.

Our journey has been exciting. Having personally worked with several major employers and managed overseas job opportunities, I noticed the numerous challenges people in Pakistan face, particularly with visa and interview processes. This inspired me to establish a comprehensive company dedicated to assisting both job seekers and employers, bridging the gap between beneficiaries. Since then, we have grown into a company with a diverse portfolio of services that includes consulting, training, resourcing, and a variety of solutions to help individuals expand their prospects for prosperity.

If you need further adjustments or specific changes, please let me know!



welcome

Anjish INTERNATIONAL, a leading manpower recruitment agency established in 1989, operates from a modern office. Owned by Muhammad Ejaz Ashraf, an experienced and qualified manpower consultant, the agency has built a strong reputation based on high professional standards, integrity, and quality. ALEJAZ INTERNATIONAL offers business opportunities in overseas manpower recruitment, catering to skilled and unskilled workers, as well as technicians, engineers, and professionals.

We fulfill all contractual obligations to our customers, meeting their specific needs and supporting the growth and development of their company fundamentals.

ADout us

We are pleased to introduce ourselves as a leading Manpower Overseas Employment Promoter with over 20 years of experience in this field. Approved by the Labour Ministry of the Government of Pakistan, we hold the necessary license to recruit and deploy manpower to the United Arab Emirates, the Kingdom of Saudi Arabia, and various Gulf countries.

Our recruitment division is located in Faisalabad, known as the "Manchester of Pakistan," in a convenient and upscale area. Our spacious office is equipped with all modern amenities. We maintain an active data bank, allowing you to interview the required personnel on short notice. Additionally, we advertise your manpower requirements in local newspapers across Pakistan.

Our recruitment is handled by a team of well-qualified and experienced staff, including engineering and administrative personnel, many of whom have extensive experience in the Gulf region. We also have a spacious trade test centre, equipped with the necessary machinery and tools, where trade tests are conducted to assess hands-on skills.

It is our proud privilege to mention that we not only assess the capabilities of our own candidates at our Trade Test Centre but also accommodate the similar needs of many other manpower promoters

We maintain a thoroughly professional approach towards interviewing and selecting candidates to ensure they meet our clients' specifications. In the event that any candidate is found unsuitable during the three-month probation period, we undertake to replace them entirely at our own cost, with no additional expenses to our client.

We trust that we have provided you with ample information about our services, enabling you to consider us for an opportunity to serve your prestigious company. Should you require any further information or wish to discuss this matter in greater detail, please feel free to contact the undersigned at any of the above-mentioned numbers. We would consider it a privilege to call on you



Legal Status

Established in 1980, Anjish INTERNATIONAL obtained the Overseas Employment Promoters License No. 4503/LHR in November 1989 from the Ministry of Labour, Government of Pakistan. As a dynamic overseas services provider, we ensure efficient and productive services in compliance with the laws and regulations of the Government of Pakistan pertaining to foreign employment.



Recruitment Procedure

1. Documentation & processing stage, Maximum of 10 days. The Committee on Recruitment advises the Manager Recruitment on the final selection of the candidate.
2. The Recruitment Manager, thru the Recruitment Supervisor, advises the recruit and discusses the full details of the final job offer notice from the client.
3. The Recruitment Supervisor instructs Recruits to complete and submit any deficient or additional requirements. Likewise, the Recruit is provided with a comprehensive set of guidelines and instructions for easy reference.
4. The Field Officer issues the Medical Examination Referral slip to the recruit for immediate compliance.
5. The Recruitment Supervisor, upon receipt of the Medical Tests Results, endorses the documents needed for processing with different Government Agencies Concerned in overseas contract workers.
6. Simultaneously, the Recruitment Supervisor instructs the Recruit to authenticate their personal documents with the Different Agencies concerned, as requirement of the client or Employer and their country.
7. The Processing Section upon completion of all formalities with the Government Agencies concerned secures the airline ticket and prepares the application of the recruit for filling to the Embassy.
8. The Processing Section usually assists the Recruit in the authentication of the documents by the Embassy, or any business of the recruits concerning the Embassy, is undertaken by the Section.



visa Procedure

1. Upon receipt of the job Order or Requisition from the client, the client Manager requirement immediately evaluates and completes the data of Requisition to assure accuracy in the execution of the project.
2. The Manager recruitment prepares a General Information on Sheet on the Job Order and endorses the project to the project officer for sourcing of commodities.
3. The recruitment supervisor immediately conducts job site right recruitment from reputable and successful local companies whose nature of business is similar or approximates that of Client; Sourcing is enhanced by the support of the Administration Department with its applicant data base or thru preparation of effective local newspaper advertisement and other promotional programs.
4. Responding applicant are received by the Receptionist or Project officer, who provided everyone with the General Information sheet on the job Order, likewise, screening of applicants and completion of required elimination the qualified or unfit from the potential, legitimate applicants.



Selection Process

Candidates fill up the application form and submit along with his / her current resume for preliminary assessment.



Short Listing of candidates and information sent to concerned candidates and preliminary telephonic interview for the suitability of the candidate.



Final selection procedures by interview /test by the concerned employer or by the agency on their behalf.

Candidates are sent to skilled test center, after the tests are carried out a panel of highly qualified engineers issue certificates to the successful.

A, B or C depending on marks secured the grades are unbiased and purely based on marks secured. Records are maintained for 3 months and if problems arise later, we promise to look into them, but only if the candidates are tested by us. That's why you'll find leading next time, when you too have a task of selecting efficient manpower.

Candidates are sent for medical examination to concerned medical facility nominated by the respective country for their candidates.

Submission of passport for visa processing to concerned consulate general. On approval make necessary arrangement for timely dispatch of candidates to their job place.

Come to us. You'll save on a lot of time and money.



Services we offer

We provide clients a complete recruitment service. We assist them planning of labour force for their projects. We carry out the following tasks:

- Study the Projects given by clients in consultation with Anjish International Technical and Commercial expense. Prepare the Job specification, terms of employment, contact etc.
- Advertise in leading news papers and collect applications in standard Anjish International.
- Call suitable candidates from Anjish International.
- Conduct professional interview by Anjish International Engineers and Managers arc preparing short list
- Send short listed Tradesmen for practical test Anjish International testing centre.
- Ensure smooth processing of Visa and Emigration formalities.
- Supervise departure of selected personnel to overseas employment site.



Skill Test center

Are you looking to recruit the right person for the right job? Whether you run a large, medium, or small establishment, your main concern is to operate profitably and efficiently. To achieve this, you'll need skilled and capable manpower. But how do you determine if the manpower you are about to recruit is efficient?

That's where SKILL TEST CENTRE comes in. As one of Pakistan's leading trade testing organizations, we are equipped to meet all your needs. Backed by a panel of highly qualified professionals, SKILL TEST CENTRE is outfitted with ultra-modern tools and sophisticated technology to carry out all kinds of trade tests for local and overseas employment. Our facility can accommodate more than 300 candidates at a time, with dedicated test sites for various categories of tests. We also provide tools and materials free of charge.

For interviewing highly skilled and executive personnel, we offer independent air-conditioned cabins with telephone and internet facilities. After the tests are conducted, a panel of highly qualified engineers issues certificates to the successful candidates, graded as A, B, or C based on marks secured. The grading is unbiased and purely based on performance. Records are maintained for three months, and we promise to address any issues that may arise during this period, but only if the candidates were tested by us.

That's why leading organizations rely on SKILL TEST CENTRE for their requirements. So, the next time you need to select efficient manpower, come to us. You'll save a lot of time and money.

POWER OF ATTORNEY

I o1 MIs appoint here by Anjish INTERNATIONAL. License No. MPD/4503/LHR as a Lawful Recruiting Agent Attorney and representative in Pakistan and Authorize to do all and such legal acts which are required to be done and made on our behalf in connection with the recruitment o1 Pakistani personnel before the Protector of Emigrants, Government of Pakistan, and other Pakistan Government's Agency and Embassy/Consulate of required to contact for the Purpose aforesaid against our Visa No. dated for (as required)

IN WITNESS WHEREOF WE HAVE EXECUTED THIS INSTRUMENT AT

this, day of in presence of witness.

WITNESS:

1: _____

2: _____

EXECUTANT

Should be attested by:

1: Chamber of Commerce

2: Ministry of Foreign Affairs



DEMAND LETTER

Subject: RECRUITMENT OF PAKISTANI WORKERS

As per Power of Attorney given to you, Please recruit and dispatch the following manpower for us. The terms and conditions are as under:-

| S. # | Trade | No. of Vacancies | Salary per Month | Period of Contract |
|------|-------|------------------|------------------|--------------------|
|------|-------|------------------|------------------|--------------------|

OTHER BENEFITS:

Free Accommodation, Food, Medical, Transportation, Air Passage, Overtime and other benefits as per the Law of the country of employment.

Please send the workers as soon as possible.

Thanking your and remain.

Yours Faithfully,

Name of the Authorize person _____ with Signature & Stamp of Firm.

Should be attested by

- 1: Chamber of Commerce
- 2: Ministry of Foreign Affairs



Categories of Recruitment

Which we excel are;

A. CONSTRUCTION INDUSTRY

1. Project Manager
2. Civil Engineers
3. Foremen/Gangleaders
4. Carpenters →A, B & C Grades
5. Steel Fixers
6. Steel Erectors
7. Mason/Tilers
8. Pipe Fitters
9. General Helpers
10. Lift Mechanics/Elevators Technicians
11. Camp Boss
12. Crane Operators
13. Prestressing Foreman
14. Laboratory Assistant - Concrete
15. Gravel/Sand Trailer Drivers
16. Dumpier/Tractor Operators
17. Asphalt Foreman
18. Asphalt Workers
19. Schedulers/Planners
20. Steel Mould Makers
21. Concrete Casting Chargehand
22. Gypsum Workers
23. Precast Extruder Operators

B. AUTOMOBILE INDUSTRY

24. Drivers - Light Duty
25. Drivers - Heavy Duty/Trippers
26. Diesel/Petrol Mechanics
27. Automobile Painters
28. Tyre Fitters
29. Pump Station Operators
30. Car Air-Conditioning Mechanics
31. Auto Electricians
32. Spare-parts Salesman
33. Automobile Storekeeper

C. AIR-CONDITIONING/REFRIGERATION/ ENGINEERING INDUSTRY

34. Air-conditioning Design Engineers
 35. Air-conditioning Service Engineers
 36. Air-conditioning Draughtmen
 37. General Air-conditioning Mechanics
 38. Duct Fabricators
 39. Welders
 40. Domestic Appliance Mechanics
 41. HVAC Technicians
 42. Air-conditioning Mechanics
 43. Assistant Air-conditioning Mechanics
- Central Plant/Window Units



D. HOSPITALS/MEDICAL CATEGORIES

44. Director of Clinic
45. Ophthalmologists
46. Orthodontists
47. Medical Officers
48. Public Health Engineers
49. Public Health Technicians
50. Pharmacists
51. Pathologists - N.E.
52. Pathology/Laboratory Technicians
53. X-Ray Technicians
54. Male Nurses
55. Female Nurses
56. Ambulance Drivers
57. Internists
58. Anesthesiologists
59. Radiologists
60. Dermatologists
61. Gynaecologists
62. Pathologists
63. Epistemologies

E. GENERAL MANAGEMENT/ADMIN/ACCOUNTS/FINANCE

64. Financial Controllers
65. Chief Accountants-Chartered Account.
66. Auditors
67. Accountants
68. Senior Accounts Assistants
69. Accounts Clerks
70. Material Managers
71. Store Keepers/Clerks

72. Male Secretaries
73. Stenographers/Telex Operators
74. Typists/Telex Operators
75. Sales Managers/Executives/Engineers
76. Personnel Managers/Directors
77. Shop Supervisors —Technical
78. Show Room/Shop —Supervisors
79. Salesmen
80. Watchmen/Guards
81. Financial Advisers - Senior/Junior

F. ELECTRONICS/ELECTRICAL/INDUSTRIAL

82. Electrical Engineers
Service/Maintenance/ Projects
83. Telecommunication Engineers
84. Electrical Draughtsmen
85. Technicians - Instrument/Electronic
86. Maintenance Electricians
87. Wilders - Armature/Field
88. Helpers —Electricians
89. Radio/Microwave Technicians

G. COMPUTERS/SYSTEMS ANALYSIS

90. Systems Manager/Analyst
91. Computer Section Head
92. Computer Programmers
93. Computer Sales/Service Engineers
94. Punch Operators
95. Computer Operators
96. System Analyst



H. REFINERY/PETROLEUM AND MARINE INDUSTRY

- 97. Petroleum Engineers
- 98. Marine Engineers
- 99. Project Engineers
- 100. Process Engineers
- 101. Mechanical Engineers
- 102. Safety Engineers
- 103. Cost Engineers
- 104. Planning Engineers
- 105. Process Foremen
- 106. Tank Farm Foremen
- 107. Utility Foremen
- 108. Filing Foremen Process/Tank Farm/Utility
- 109. Control Room Operator
- 110. Refinery Operator
- 111. Tag Masters
- 112. Chemists/Analysts
- 113. Mechanics
- 114. Inspectors - Safety/NDT
- 115. Fire Foremen/Firemen
- 116. Production Technician

I. HOTEL/CATERING/BAXERY INDUSTRY

- 117. General Manager-Cashew Nuts Plants
- 118. General Manager —Hotel
- 119. Assistant General Manager —Hotel
- 120. Catering Managers
- 121. Head Chief/Assistant Chief
- 122. Cooks/Assistant Cooks
- 123. Cashier

- 124. Waiters —Commas
- 125. Room Boys
- 126. Hotel Equipment Technicians
- 127. Pastrymen
- 128. Captains

J. REFRACTORY / LIME BRICKS / MINING INDUSTRY

- 129. Lime Production Engineer
- 130. Mining Engineer
- 131. Production Supervisors
- 132. Refractory Foreman
- 133. Safety Officers
- 134. Refractory Technicians

K. SHIP BUILDING/DRY DOCKS INDUSTRY

- 135. Operators Boiler/Machine/Tank Farm
- 136. Movement Masters
- 137. Tug Engineers
- 138. Maintenance Machinists
- 139. Supervisors Operators/Production
- 140. Foremen —Production/ Power Plant
- 141. Mechanical Engineers
- 142. Instructors —Planting
- 143. Foremen —Dock/Transportation
- 144. Ship Boiler Technicians



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 4503 / LHR issued on 09/11/2020

authorizing Mr/Miss/Mrs Faisal Mushtaq

of Messers Anjish International



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 01/01/2023 to 31/12/2025

Director General

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

Islamabad,
Dated the 24/12/2022

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.





Office Building: Anjish International



License No. 4503/LHR

Anjish International

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