

## CONTACT

### Smart Training & Sourcing Co.

#### HEAD OFFICE

52/A Halima Building, B - Block, Behind  
Light of India Restaurant, Opp: Petrol Pump,  
Clare Road, Byculia, Mumbai - 400 008, (MH) INDIA.  
Mob:- (+91) 8828095120  
Tel: +91 22 230 19957 / +91 22 230 19956  
Email: info@smartco.net.in  
Website: smartco.net.in

#### BRANCH OFFICE

DELHI, Rajasthan, Bihar,  
Punjab, Chennai, Tirchi,  
Cochin, Calicut, Bangalore

#### SAUDI ARABIA

P.O.Box.....Al-Khobar 31952  
Abdullah Fouad Building,  
King Abdulaziz Road, Al-Khobar, KSA  
Tel: +966 13 897 9550 / +966 13 893 2151

#### ASSOCIATE COMPANY IN INDIA

Four Brothers Group  
(Manufacturing & Trading)

#### ASSOCIATE COMPANIES IN OTHER COUNTRIES

Undus International Way Company, Dammam, KSA  
Khalifa Bin Suleman Trading Co, Muscat, Oman  
Undulus International Rcruitment, Sharjah, UAE  
Rays Recruitment Pvt Ltd, Nepal  
Undulus International Company, Pakistan  
Interlink Management Services, Sri Lanka  
The Asmacs Group, Bangladesh  
Muharraq, Kingdom of Bahrain

# SMARTCO

“We bridge the gap between  
an employer and employee”



## SMARTCO

### Smart Training & Sourcing Co.

A Member of

**Hafiz Travel Service**

**Lic. No. B-0960/MUM/PER/1000+/2¼/5506/2000**

“Our motto is client’s satisfaction.  
Alternatively their growth is our growth”

Countries We Serve



KUWAIT



U.A.E



QATAR



BAHRAIN



K.S.A



OMAN

# SMARCO

THE SUCCESS OF ANY BUSINESS, ORGANIZATION LIES IN THE HANDS OF ITS MANPOWER TEAM. THIS IS POSSIBLE ONLY IF THERE IS RIGHT MANPOWER FOR THE RIGHT JOB. FOR THIS, YOU WILL NEED A PROFESSIONAL AND SERVICE ORIENTED AGENCY TO RECRUIT THE VALUABLE AND QUALIFIED STAFF. HERE, WE OFFER OUR CORDIAL HAND TO ENSURE THIS TOTALLY

**Whenever you want them.**  
**Wherever you want them.**  
**However you want them.**

## OUR SERVICES



Oil and Gas Sector



Construction / Maintenance



Airline Industries



Hospital Industries



Education Sector



Hotels and Restaurants



Marine Engineering



Road & Highway Projects



Telecommunication Field



Account and Finance



Water Treatment



Fertilizer Plant

# CERTIFICATE OF APPRECIATION

# Message of CEO

Al-Rajhi Co. For Iron Works & Decoration  
Trading - Industry - Contracting  
C.R. No. : 40821  
C.C. No. : 40821

شركة الرجعي للأعمال الحديدية  
تجارة - صناعة - مقاولات  
س.ت. ٤٠٨٢١ - ١٠١٠  
رقم العضوية بالرفة: ٤٠٨٢١

Date: 08/03/2018

**Certificate of Appreciation** شهادة شكر وتقدير

تقدم "شركة الرجعي للأعمال الحديدية" - الجيد الشكر والتقدير إلى: **M/Atfar Asmi. M/As Smart Training & Sourcing Co. (Smartco)** لخدمات التوظيف التي قدمتها لنا لاجراء عملة مشاريع العمل والتدريب والتوظيف الخاصة بنا ولإدارة علاقاتنا من خدمات Smartco استناداً مع الأوراق المطلوبة المرفقة لتقديم الآراء، التقييم، الفهم وجمع العمل العملي والمهني الذي أظهره جميع طيكت الشركة، وكذلك في دعم Smartco لبرامجنا في توفير ما نلتزمه من متطلبات العمل من الهند والمهندسين منذ عدة سنوات متوالية.

وفي هذه الفترة، في الوقت من خدمتهم قيمة الإلمامات بتلبية الجودة والوقت سواء ذلك نحن نوصي جميع الشركات المتعلقة باستخدام الخدمة الجيدة من دولة الهند والمهندسين والتوظيف التواضع مع Smartco في نوع مختلف من خدمات استناداً للخدمة الجيدة.

وتنشئ لهم بالتحق والتفاني.

شكر الجميع  
شركة الرجعي للأعمال الحديدية

Kingdom of Saudi Arabia - P.O. Box 32029 Riyadh 11482  
Tel: 0096671-3902081 Fax: 0096671-3902081 Tel. arabia 9740463  
E-mail: info@alrajhi.net.sa  
www.alrajhi.net.sa

المملكة العربية السعودية - ص.ب. ٣٢٠٢٩ الرياض ١١٤٨٢  
الهاتف: ٠٠٩٦٦٧١-٣٩٠٢٠٨١ الفاكس: ٠٠٩٦٦٧١-٣٩٠٢٠٨١  
البريد الإلكتروني: info@alrajhi.net.sa  
الإنترنت: www.alrajhi.net.sa

ZAHRAAN  
HUMAN RESOURCES CONSULTANTS

Date: 2/05/2014

**Appreciation Letter**

We have been receiving the service of M/s: "SMARTCO" Smart Training & Sourcing Co. to

We have good enough experience to meet our requirement via Smartco in the true meaning of quality, management, timely action as well as time punctuality of all our level. We always received their response to our needs as they have been very forthcoming and the quality of resumes they proposed, has always been meeting our needs. We have also noticed that Smartco has set their offices in many other

Smartco has always played very positive, partner and trust associate role during entire period of our recruitment drive. Therefore, we don't hesitate to recommend the service of Smartco to any company looking for HR consultation and recruitment

We wish SMARTCO all the best in their future. Yours,

Hanan Resources Director  
Zahran Holding Group

المملكة العربية السعودية - ص.ب. ٣٢٠٢٩ الرياض ١١٤٨٢  
الهاتف: ٠٠٩٦٦٧١-٣٩٠٢٠٨١ الفاكس: ٠٠٩٦٦٧١-٣٩٠٢٠٨١  
البريد الإلكتروني: info@alrajhi.net.sa  
الإنترنت: www.alrajhi.net.sa



I am much confident to speak out that the success of the story of SMART Training & Sourcing Co is lying on the inspiration of **"A company's most valuable assets are its employees.** Our history can be traced back by the tongues of our valuable clients.

We believe our success is largely due to their unwavering commitment to provide our clients and employees with their own unique opportunities to thrive. We do this by ensuring that our clients' expectations and needs are our priorities.

We strongly believe that Indian professionals are most pursued in every sector globally for their intellectual, technical, physical and easy adaptive and adjectives abilities, when it comes to outsourcing manpower. Hence We have started with a humble beginning, down-to-earth approach and slowly garnered the trust and confidence of our clients. We firmly believe in hard work to gain success and provide customized recruitment services.

We continue to develop enduring relationships with valued clients by delivering professional service contracts on a preferred or exclusive basis with some of the world's and particularly GCC prominent companies in many countries.

We focus on providing proactive support to solve all distinctive needs of clients for placing candidates with right skills, certifications, age, cultural background, experience and technical know-how. Our service delivery approach is unique and emphasize on providing total support to enable clients to accomplish their business goals. We adhere to all international recruitment standards in offering our recruitment solutions.

We look forward to spread our operations to more countries to serve extended clientele. We also strive to build enduring relationships with our valued stakeholders.



SMARTCO

alromanshah الزمانشاهية

Date: 20/11/2018

To: M/S: Smart Training & Sourcing Co. "SMARTCO"  
Mumbai/India

**SUB: THANKS & APPRECIATION LETTER**

Thank you for the times, efforts and expertise you had utilized to fulfill our need of manpower to operate and run our group of company in different parts of Saudi Arabia as well as in other GCC countries too.

It's nice experience to work with your company and hope to benefit from your services in our future tenure.

We wish you best of luck and grow your business day to day.

Best Regards,  
KHALAF F ALANAZI  
HR MANAGER  
AL-ROMANSHAH COMPANY LTD

شركة الزمانشاهية  
ص.ب. ٣٢٠٢٩ الرياض ١١٤٨٢  
الهاتف: ٠٠٩٦٦٧١-٣٩٠٢٠٨١ الفاكس: ٠٠٩٦٦٧١-٣٩٠٢٠٨١  
البريد الإلكتروني: info@alromanshah.com  
الإنترنت: www.alromanshah.com

الفاو ALFAO  
ALFAO Operation & Maintenance Ltd.

26/03/2018

**Certificate of Appreciation**

The whole management of Alfa Operations & Maintenance Ltd., Riyadh hereby recognizes the efforts of M/S: Smart Training & Sourcing Co. "SMARTCO" to provide the skilled and well trained manpower from India, Pakistan, Bangladesh & Nepal to meet with the requirements to execute our project wherever we required.

Therefore we recommend the companies desiring to hire the manpower to benefit from their services.....

Thanks and best regards,  
Waleed Bin Mohammed Al-Heblbi.  
(General Manager)

شركة الفاو للتشغيل والصيانة المحدودة  
ص.ب. ٣٢٠٢٩ الرياض ١١٤٨٢  
الهاتف: ٠٠٩٦٦٧١-٣٩٠٢٠٨١ الفاكس: ٠٠٩٦٦٧١-٣٩٠٢٠٨١  
البريد الإلكتروني: info@alfao.com.sa  
الإنترنت: www.alfao.com.sa

Abdullah H. Al-Mutawa Sons' Holding  
Abdullah H. Al-Mutawa Sons' Holding Co. KSA

Date: 29/03/2018

**Certificate of Appreciation**

The entire management of Abdullah H. Al-Mutawa Sons' Holding Company hereby recognizes the efforts of:

M/S: Smart Training & Sourcing Co. "SMARTCO"

In providing skilled and well-trained manpower that successfully enable our company meets the requirements for executing projects wherever required.

Therefore, we recommend SMARTCO to all companies desiring manpower to benefit from their services.

Thanks and best regards,  
Abu A. Al-Dawood  
HR & Admin Manager

شركة عبد الله بن عبد المتوا  
ص.ب. ٣٢٠٢٩ الرياض ١١٤٨٢  
الهاتف: ٠٠٩٦٦٧١-٣٩٠٢٠٨١ الفاكس: ٠٠٩٦٦٧١-٣٩٠٢٠٨١  
البريد الإلكتروني: info@almutawa.com.sa  
الإنترنت: www.almutawa.com.sa



# OUR ORGANISATION

- To Source candidates meeting your job satisfaction.
- Technical trade testing and keeping them ready for your interview, Selection & approval.
- Your company delegate coming for an interview will be received at the airport and accompanied to the hotel.
- Final Interviews are scheduled as desired by you and also providing all facilities for practical test.
- Providing medical report of the selected candidates, consisting of tests as per the respective country's medical standards.
- Arranging Government formalities like emigration clearance, visa endorsement, police clearance certificate, attestation of educational certificates etc.
- Orientation to the candidates on the law of the country of employment.
- Placing the approved candidates within your desired time limit under prior intimation to you.
- Providing all possible help to the candidate in embarkation and airport formalities.

# OUR GUARANTEE

We undertake that any candidate recruited by us, if found unfit medically or practically for his assigned job, would be replaced and repatriated on our cost as per agreement while our deal finalization.

- Saudi Oger Ltd, Riyadh
- Al-Watania Poultry, Qassim
- Rahi Steel Profile Company, Jeddah
- Al-Watani Steel Factory, Jeddah
- Sultan Stainless Steel
- Al-Ayuni Investment Group, Riyadh
- Ahmed Herfy & Partners Company, Riyadh
- Abdulaziz Al-Saghyir Investment Group, Riyadh
- Saudi Cyprian Construction Co. Dammam
- Abdulali Ali-Ajmy Company, Riyadh
- Najran Trading & Contracting Co. Dammam
- Bin Dalamah Contracting Co. Dammam
- Al-Zahrani Group, Dammam
- Al-Fayhaa Trading & Contracting Co. Riyadh
- SEDER Group, Riyadh
- Iman Group for Trading & Contracting, Riyadh
- Saudi Development Company, Riyadh
- Raha Group for Technical Service RGTS, Riyadh
- Zahrat Al-Sahra Company, Riyadh
- Sahara Maintenance Company, Riyadh
- Al-Khodari Company, Dammam
- Zahran Operations & Maintenance Co. Riyadh
- Oyun Al-Hijaz Stablishment, Riyadh
- Al-Abaqerah Group, Qassim
- Arabian Sasna Group, Abha
- Communications Solutions Co. "CSC" Riyadh
- Sheheli Factory, Riyadh
- MEFC Group, Riyadh
- Rubean Group, Riyadh
- Refuse Euquipment Manufacturing CO. Riyadh
- Al-Sahli Holding Group, Riyadh
- Al-Qussie International Co. Riyadh
- General Arabian Medical Alliance Co. GAMA
- Rajhi Construction Company, Jeddah
- Droup Al-Jazirah Contracting Company, Riyadh
- First Gulf Company, Riyadh
- Advance Vision Company, Riyadh
- Al-Joudah Construction Co. Riyadh
- Al-Fouad Group, Mecca
- Suleman Al-Qadeebi Company, Riyadh
- Sahil Areej Trading & Contracting Co. Riyadh
- Nuzha Project Company, Riyadh
- Bin Sammar Contracting Company, Riyadh
- Danash Contracting Company, Riyadh
- United Construction CO. (UCC), Riyadh
- Nabtat Trading Company, Riyadh
- Averda Operations & Maintenance Co. Riyadh
- Al-Jenahain Contracting Company, Riyadh
- Saleh Al-Omar & Sons Company, Riyadh
- Kawaseb Contracting Establishment, Riyadh
- Faifir Contracting Company, Riyadh
- Bong Kyung Construction Company, Jeddah
- Abdul Rahman Al-Otaishan & Sons Co. Dammam
- ABC Company, Jeddah
- Al-Hanoo Contracting Co. Riyadh
- Shar Trading & Contracting Company, Riyadh
- Daleel al-Maadn Company, Riyadh
- Al-Khorayif Commercial, Riyadh

# OUR VALUABLE CLIENTS

- Farabi Chemicals, Jubail
- Saleh Al-Mudayfir Investment Group
- Construction Materials Company, Riyadh
- Saudi Grinding & Polishing Materials Factory
- Al-Busaily Company, Jeddah
- AMASCO Group, Riyadh
- Al-Fahad Company, Riyadh
- IDG Group, Riyadh
- Mahara Recruitment Company, Riyadh
- Smasco Recruitment Company, Riyadh
- Modern Capital Nursery, Riyadh
- Fayez Transport Company, Riyadh
- Al-Rassam Trading & Transport Company, Riyadh
- Al-Dheyabi Transport Company, Riyadh
- The Maritime Company for Navigation
- Al-Rogi Transport, Jeddah
- Hanco Rent-A-Car Company, Riyadh
- Al-Yaum Al-Arabi Rent-A-Car Company, Riyadh
- Al-Blagha Holding group, Riyadh
- Al-Hobail Medical Office Company, Riyadh
- Al-Thomairy Clinic, Riyadh
- Nasir Al-Awwad Hospital, Abha
- Al-Amanah Clinic, Abha
- Arabian Sasna Group, Abha
- Al-Munajem Group, Riyadh
- Gulf Catering Company, Riyadh
- Kako Projects, Riyadh
- Herfy Food Services Company, Riyadh
- Cabrigo Restaurants Co. Riyadh
- Gulf Chinese Restaurants Co. Jeddah
- Sanabek Restaurants Company, Jeddah
- Kufa Restaurants Company, Dammam
- Al-Awwad Sweet Factory, Abha
- Fayha Water Company, Riyadh
- Global Beverage Company, Riyadh
- Majid Al-Buqami Group, Jeddah
- Saudi Hardware Company "SACO"
- Mejdaf Trading Group, Riyadh
- Euromarche Supermarket Company, Riyadh
- Sunbulah Marketing Company, Riyadh
- Al-Babtain Biscuits Factory, Riyadh
- Mubarak Style Showroom, Riyadh
- Al-Takhassusi Plastic Factory, Riyadh
- Roiya Computer Company, Riyadh
- Prince Computer Company, Riyadh
- Prince Faisal Bin Al-Kabir Saud Office, Jeddah
- Al-Qatra Establishment Group, Riyadh
- Al-Hussain Tank Establishment Group, Riyadh
- Al-Tamdeen Al-Watania Establishment, Al-Kharj
- Sajo Glass Company, Riyadh
- Saudi Plastic Factory, Riyadh
- Bairaq Al-Sharq Aluminium Factory
- ASHICO' Aluminium Factory, Riyadh
- Reem Heater Water Factory, Riyadh
- Feras Adnan Trading Establishment
- Boudl Hotels & Resort Company, Riyadh
- Al-Haram Hotel, Madina
- Al-Hamra Palace Hotel
- Saudi Beigha Company, Riyadh
- Finest Construction Company
- Unimac Construction Company, Riyadh
- Al-Warood Real Estate Group, Riyadh
- Bin Zafrah Group, Riyadh
- Madinat Al-Jaleed Airconditions Est. Riyadh
- Toubah Establishment, Qassim
- Saudi Cast Group, Riyadh
- Al-Khireji Printing Press

SMARCO

SMARCO

# SELECTION PROCEDURE

## Client's Requirement



Contract signing, understanding required demands and discussing mutual terms and conditions

## Sourcing



Reviewing application according to JD



Providing best-fit profiles

## Selection Process (client side)



## Visa Endorsement



Medical Test by Authorized Centre



Visa & Immigration Formalities



Departure



# OUR VALUABLE CLIENTS

 AL-WATAHIA POULTRY دجاج الوطنيه	 BOUDL HOTELS & RESORTS بودل	 ساكو SACO	 مجموعة الخريف Alkhorayef Group
 شركة سعودي أوجيه المحدودة SAUDI OGER LTD.	 حديد الراجحي RAJHI STEEL	 الزهرانى القابضة AL ZAHRANI HOLDING	 العيونى Al-Ayuni
 الخضري AL-KHODARI	 زهران ZAHRAN	 إيمان I-MAN CO	 مجموعة الهنوف ALHANOUF GROUP
 ALWAN عنوان خدمات بيئية متكاملة	 يونيمال UNIMAC	 N&P NABIL A. ABU NHAYA & PARTENRS Co	 المنجم ALMUNAJEM
 المحتاسب al-mohtaseb	 الأومير Al-Awameer	 مجموعة صالح المدفر الاستثمارية Saleh Al-Mudayfer Investment Group	
 AL-AJMI العجمي	 الصايغ AL SAYEGH Since 1964	 الشركة الخليجية الأولى للخدمات والمقاولات First Gulf Company for Supplies & Contracting	 مجموعة سدر SEDER GROUP
 ARIZONA GOLF RESORT RIYADH - SAUDI ARABIA	 سلسلة مطاعم GAD RESTAURANT	 GAMA	 TEXAS GULF GLOBAL KUWAIT
 ALAJAB GALVANIZING التحسين الكهربائي	 الرومانسية alRomansiah	 دجاج الوثيم ALWATHIM POULTRY	 DANAH Group مجموعة داناه

 السهجي ALSAHJI	 SALDI CYPRAN CONSTRUCTION CO. LTD. Quality Contractors since 1977	 شركة القسي العالمية Al-Qusie International Co.	 شركة نجران للتجارة والمقاولات NAJРАН COMPANY
 هرفي HERFY	 مجموعة الديابى Al-Deyabi Group	 السنبلة Sunbulah	 المطوع القابضة Al-Mutawa Holding
 Gboard	 مجموعة القسي العالمية Al-Qusie International Co.	 AL BLAGHA GROUP مجموعة بلاغة	 شركة حلول الإتصالات communications solutions co.
 Gulf Catering Co.	 شركة فجن المتقدمة ADVANCE VISION COMPANY	 شركة مجموعة الفؤاد AL FOUAD GROUP CO.	 شركة الشرق الأوسط للتنمية المحدودة MIDDLE EAST DEVELOPMENT CO. LTD.
 المدادي ALMADADI	 MMP Pipes	 MEFC Middle East Fiber Cable Manufacturing Co.	 Mejdaf مجداف
 مضاف MADAF	 CERCON GENERAL CONTRACTING CO.	 مجموعة القريان Al Qaryan Group	 الشركة المتحدة لأعمال الحراسة United Security Services Co.
 SAUDI ARABIA SANKYU	 BAHRAIN	 BAHRAIN	 AIRMECH W.L.L. Where Quality Counts BAHRAIN
 UNIVERSAL VOLTAS LLC U.A.E	 AMTZAN U.A.E	 AL-KULAIB INTERNATIONAL KUWAIT	 N.Int. Co. KUWAIT