



Corporate Office :
Mena Support Service Limited
Office No. 14 A, Option Primo, MIDC-Cross Road, No.21,
Mand Industrial Area, Andheri (East), Mumbai - 400 093.
Tel. : 0091 22-42129788 (20 Line) • Fax : 0091 22 - 42112 9703
E-mail : info@menalimited.com
www.menalimited.com / www.pbs4hindi.com



ORGANISATION AND CULTURE

Profit from our Entrepreneurial Corporate Culture to make the most of our Internal Talent and Develop Meaningful Career Paths For Employees, striving towards best practice in everything we do through out our Global offices.



Chairman's Message

“ Identify, integrate and consolidate
Mena Support Service in the chosen areas
of business for the posterity”



Leading Global HR, Out Sourcing
& Engineering Service Provider

Our Vision

To be the leading HR Solution Provider, through sheer dedication and whole-hearted services to our clients.

We believe in following principles:-

Strictly adhering to code of Business ethics and practices

Build trust and respect in all walks of life.

Deliver our promises

Excel in our commitment to clients



About Us

We are pleased to introduce ourselves as a leading HR out sourcing & Engineering Service. We have been in the Human Resource Management Consultancy & Placement business for past 16 years and we have in excess of 1500 satisfied Customers throughout Middle East / Arabian Gulf / Africa / Europe.

We have mobilized in excess of 10,000 technical, administrative staff and trade men, during the current year, to our clients world over.

Our Corporate Office is based in Mumbai and we have several satellite offices in major cities of India and Overseas.

We cater to the Individual needs of the clients engaged in various Industries such as Heavy Engineering, Construction, Oil & Gas Industry, Petrochemical, Power Plants, Recreation, Catering Health Care and others.

Our core team consists of professional from various fields such as Engineering (Civil, Mechanical, IT, Electrical) and MBAs who specialize in Marketing & HR. This helps us in our understanding the needs of our clients and providing efficient services within the time frame.

AN ISO 9001-2008

ACCREDITED COMPANY

REGISTRATION CERTIFICATES



GOVERNMENT OF INDIA
MINISTRY OF CORPORATE AFFAIRS

Registrar of Companies, Mumbai
Everest , 100 , Marine Drive

Certificate of Incorporation

[Pursuant to sub-section (2) of section 7 of the Companies Act, 2013]

I hereby certify that Mena Support Service Limited is incorporated on this Nineteenth day of February Two Thousand Sixteen under the Companies Act, 2013 and that the company is limited by shares.

The CIN of the company is U74999MH2016PLC273304.

Given under my hand at Mumbai this Nineteenth day of February Two Thousand Sixteen.

TRUPTI SUBHASH SHARMA
Registrar of Companies
Maharashtra

Mailing Address as per record available in Registrar of Companies office:

Mena Support Service Limited
Office No. 14, Options Primo, 21st Road., Marol MIDC Industrial Estate, Andheri East,
Mumbai - 400069,
Maharashtra, INDIA



PARTICULARS OF THE AGENCY

1. Registration Certificate Number 8-051/Orissa/Com/1000+5/8738/2011
2. Name of the Agency M/s Whitepaper Exports Pvt Ltd
3. Office Address of the Agency Whitehouse, Plot No. 289/664/6594 District Centre, Nilodai Village, Chandrasekharapur, Bhubaneswar-751021, (Orissa)
4. Nature of Agency Company
(Company / Proprietorship firm/ Partnership firm)
5. Name of RC Holder Sh. Prakash Kumar Pradhan
6. Date of birth of the RC Holder 17-03-1969
7. Nationality of the RC Holder Indian
8. Position in the Agency Managing Director
9. Telephone Number of the Agency 0674-2721455

10. Fax Number of the Agency 0674-2721455
11. Email address of the Agency Whitepaperexports@gmail.com
12. Date of issue of RC 06.07.2012
13. Period of validity Five (5) Years
from 06.07.2012 To 25.04.2017
14. Date of expiry of validity 25.04.2017
15. Limit of workers to be recruited 1000+ (Unlimited)

Michael
817120
SIGNATURE, NAME AND SEAL OF
THE REGISTERING AUTHORITY
Collector General of Emigration
Ministry of Overseas Indian Affairs,
Government of India,
New Delhi

INDIA



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.



Signature
- 2017/10/02
SIGNATURE, NAME AND SEAL OF
THE REGISTERING AUTHORITY
Director General of Emigrants
Ministry of Overseas Indian Affairs
Government of India,
New Delhi

PARTICULARS OF THE AGENCY

1. Registration Certificate Number B-02AR/MIL/PART/1000+/5/7784/2006
2. Name of the Agency M/s. ASMPACS
3. Office Address of the Agency Abbar Mansien
P-1, New, C.I.T. Road
(20, LV HSUN SARANI)
Kolkata-73
4. Nature of Agency Partnership Firm
(Company / Proprietorship firm / Partnership firm)
5. Name of RC Holder Shri. Bobby Ray
6. Date of birth of the RC Holder 01-03-1956
7. Nationality of the RC Holder Indian
8. Position in the Agency Managing Partner
9. Telephone Number of the Agency 91-33-2237355, 22370452

10. Fax Number of the Agency 91-33-22373431
11. Email address of the Agency asmpacs@gmail.com
12. Date of issue of RC 03-01-2008
13. Period of validity four Years
from 03-01-2008 To 02-07-2012
14. Date of expiry of validity 02-07-2012
** please see page 12*
15. Limit of workers to be recruited 1000 (thousand plus)



Signature
- 2017/10/02
SIGNATURE, NAME AND SEAL OF
THE REGISTERING AUTHORITY
Director General of Emigrants
Ministry of Overseas Indian Affairs
Government of India,
New Delhi

INDIA

RC issued in lieu of paper form
RC No. A 0298/KOL/PART/1000+5
45/TT24/2006

Multi-CERTIFICATE NO. B -
PART/1000+5/TT24/2006

0298/KOL

Form - V

Prin

Minist

Go

New Delhi

GOVERNMENT OF INDIA MINISTRY OF OVERSEAS INDIAN AFFAIRS CERTIFICATE

[See rule 10 (2)]

With reference to the application dated 17-10-2006
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.
We, ASMMACS
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 Akhbar Mansion
P-3, New C.I.T. Road
(20 LV HSUN SARANI)
Kolkata - 73

- (ii) that this certificate is valid for a period of five years or
(iii) the completion of the recruitment of 1000 (thousand)
1000 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 the expiry of
the certificate on production of evidence of actual demand
and on furnishing additional security under sub rule (2)
of Rule 1.

- (iii) that the holder of the certificate shall conduct business
under signatures and seal of the director/partners/proprietor
and the certificate shall not be transferable;

- (iv) 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 regi-
stering 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/enforcing authorities and employers;

- (v) 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

SPACE FOR RECORDING RENEWAL OF THE CERTIFICATE FROM
TIME TO TIME

Validity of the Registration
Certificate extended upto

02-10-2017

Protector General of Emigrants

Mahesh
उपप्रवासी महासंरक्षी
Protector General of Emigrants

SPACE FOR RECORDING RENEWAL OF THE CERTIFICATE FROM
TIME TO TIME



KUWAIT

وزارة التجارة والصناعة إدارة الشركات



إجازة شركة معنونة بموجب قانون التجارة رقم ٢ لسنة ١٩٦٦
ومرسوم قانون الشركات رقم ٢٥ لسنة ٢٠١٢ والقوانين المعدلة له
وقانون تراخيص المحلات التجارية رقم ١١١ لسنة ٢٠١٢

رقم الترخيص	تاريخ الاصدار	تاريخ الانتهاء	رقم الملف
٢٠٠٥/٥٧٦٢/م	٢٠١٥/١٢/٢٢	٢٠١٦/٠٢/٢١	٢١٢٢٢ (م-م)

اسم الشركة و عنوانها :

شركة ابولنت يونايكد للتجارة العامة والمقاولات / محمد احمد فهد
الفهد وشريكه / ذان مسؤوليه محدوده

رأس المال : ٥٠٠٠٠

الموقع : الخليج
الشارع : //
ملك / مجمع : سلطان عبد الله الدهوس
الافراض : مكتب تجارة عامة ومقاولات
القطعة : ٨٤
المبنى : ٩
الشقة / المحل : مكتب ١٧٤١٨ الدور التاسع

موافقة البلدية رقم	التاريخ	رقم السجل التجاري	التاريخ
١٨٢	٢٠١٤/٠١/٢٨	٨٨٢٢٠	٢٠٠٥/١١/٢٠

تنبيه

على المرخص له إشعار وزارة التجارة والصناعة عند عدم العمل او الغلطة او بيعه او تعديل نوع التجارة أو أي تعديل آخر.

الملاحظات

٢٠٠٢/٠٢/٢١
٢٠١٤/٠٢/١١

بموجب عقد الشركة الموثق من كاتب العدل رقم ١١٠٤ جلد ١
وزارة العدل ١٣٦٠

وكيل وزارة التجارة والصناعة

محمد احمد فهد
شريكه
ذان مسؤوليه محدوده

٤٠٢٢ م
٢١٦٨ ط

مدير ادارة الشركات

٢٠١٤

غرفة تجارة وصناعة الكويت

شهادة تسجيل لعام

رقم الايسال، 150254070

2016

التاريخ، 2015/12/10

تشهد غرفة تجارة وصناعة الكويت أن

شركة ابولنت يونايتد للتجارة العامة والمقاولات ذ.م.م / محمد احمد فهد الفهد وشريكه

رقم السجل التجاري، 88320

رقم الترخيص التجاري، 2005/5763/م

تحت الرقم، 143132

2014

مسجل لديها منذ عام

لمزاولة، مكتب تجارة عامة ومقاولات***



التوقيع

ORGANISATIONAL CHART

CHAIRMAN

MANAGING DIRECTOR

DIRECTOR

CHIEF EXECUTIVE

MARKETING

SOURCING

MOBILISATION

ACCOUNTS
& ADMINISTRATION

Manager

Manager

Manager

Team, B.D.M.

Manager, QA/QC

Sourcing Team

VISA STAMPING

TICKETING

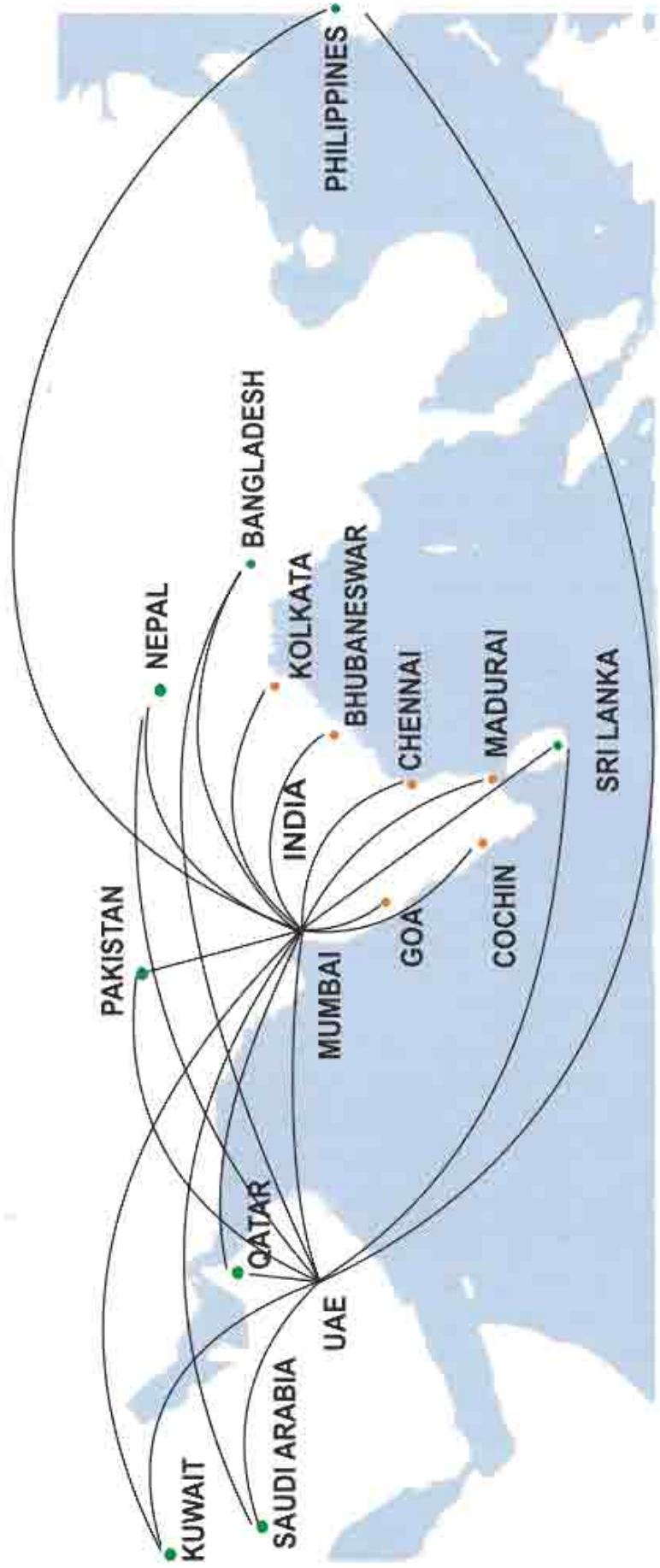
MOBILOSAION

PUBLIC RELATION

Date Processing Staff

Tele Executive

MENA'S GLOBAL PRESENCE



HEAD OFFICE

MENA SUPPORT SERVICE LIMITED

Office No. 14 A, Option Primo, MIDC Cross Road, No.21,
Marol Industrial Area, Andheri (East), Mumbai - 400 093,
Tel. : 0091 22- 42129786 (20 Lines) Fax : 0091 22 - 42112 9703
E-mail : info@menalimited.com

OVERSEAS OFFICES

QATAR

P.O. Box , 30817, Doha, Qatar
Email : qatar@menalimited.com

UNITED ARAB EMIRATES-SHARJAH

P.O. Box 42205, Hamriyah Free Zone, Sharjah, UAE.
E-Mail : dubai@menalimited.com

SAUDI ARABIA - JEDDAH

AL-Makarounah RD-64-64, Wadi Wejj Street,
Azizyah Area, Jeddah - 21382, K.S.A.
E-Mail : jeddah@menalimited.com

KUWAIT

Green Tower, 9th Floor, Building No. 9, Block 7,
Al Dabbous, Al Fahaheel, Kuwait.
E-mail : adminkuwait@opuworld.com

BANGLADESH

House No. 62, Road No. 3, Block B Niketon,
Gulshan 1, Dhaka 1212, Bangladesh
E-Mail : bangladesh@menalimited.com

PHILIPPINES

426, Bulalkaw Street, Plainview Subdivision,
Mandaluyong City, Metro Manila, Philippines
E-Mail : manila@menalimited.com

UNITED ARAB EMIRATES-DUBAI

P.O. Box 42205, Dubai, UAE.
E-Mail : dubai@menalimited.com

SAUDI ARABIA - RAYADH

Office No. 40713, Khaldia Towers, 7th Floor,
Al-Khazzan, St-Jmam - Faisal -Bil- Turki,
Rayadh, K.S.A.
E-Mail : riyadh@menalimited.com

SAUDI ARABIA - DAMMAM

P.O. Box 4799, Dammam 31412,
Kingdom of Saudi Arabia
E-Mail : dammam@menalimited.com

NEPAL

P. O. Box 25911, Narayangopal Chowk,
Maharajgunj Chakrapith, Sallaghari,
Kathmandu, Nepal
E-Mail : nepal@menalimited.com

PAKISTAN

Main Khyban-e Sehar, Phase-06, 82/2/1,
Street No. 18, D.H.A. Karachi, Pakistan
E-Mail : pakistan@menalimited.com

KOREA

E-Mail : korea@menalimited.com

AN OVERVIEW OF THE RECRUITMENT PROCESS

RESUME SEARCH - RESOURCES

- ❖ DATABANK
- ❖ JOB PORTAL
- ❖ BRANCH OFFICES ACROSS INDIA & OVERSEAS
- ❖ ADVERTISEMENTS
- ❖ DISTRICT EMPLOYMENT AND MANPOWER OFFICES
- ❖ SPECIALISED AGENCIES
- ❖ WORKERS WELFARE ASSOCIATIONS
- ❖ INDUSTRIAL TRAINING INSTITUTES / VOCATIONAL / PROFESSIONAL CENTRES
- ❖ HEAD HUNTING

SCREENING PROCESS

Based on the needs of positions from our clients, our Sourcing Department sieves through the data available at our end, identifies the most appropriate ones, in accordance with clients' job specifications, industry-relevance, qualifications, experience, and nationality.

All our office located in various regions and countries, if and applicable, do the screening process simultaneously. After the initial screening process, the processed resumes are forwarded to respective in-house departments concerned viz. Engineering, Civil Construction, Marine, Oil & Gas, Hospitality, Health Care and Management for in-depth review of the resume, communication with prospects to ascertain their interest / availability, prior assigning such processed resumes to clients for their review.

Simultaneously, our Operation Department works on referral checks, certificates verification, police clearance, as and when necessary, and the travel documents.

Trade tests - If and when applicable and as necessary, trade tests of skills are conducted at **MENA** training centres as per the guidelines of clients. In the event of special test involving 3rd party inspection **MENA** coordinates and organizes 3rd party agency of repute whose report is valid and accepted internationally.

The pre-screened candidates are called to our offices for personal interview, and for evaluation of basic skills, job-specific skill / knowledge, aptitude and attitude, medical status, and language proficiency. A comprehensive evaluation report is prepared and forwarded to clients along with pre-screened resumes.

SELECTION PROCESS

On receipt of the list of approved candidates for final interview by clients, either personal, telephonic, and / or video conferencing, we schedule interview as per the time frame of our clients.

All short listed candidates are advised of their selection for final interview with the visiting delegates, through electronic-mail, phone, cable or in person according to location.

In the event of interview through video-conferencing, we assemble the approved candidates, batch-wise, in our office and keep our clients advised on the timing for each candidate.

MENA arranges well furnished conference hall / interview hall with individual cabin for the visiting delegates, sufficient seating arrangements for the short-listed candidates, stationery, secretarial assistance and communication facilities. A team of experienced staff co-ordinates, distributes test papers for written test, as and when applicable, provides entry pass and regulates the candidates. **MENA** staff will have close-coordination with the visiting delegates at all times and will help compile final selection status report.

In addition to the facilities for personal interview and trade tests **MENAS' VIDEO CONFERENCING** facilities are also available for a fee which will be determined in accordance with the number of staff to be interviewed, place, city and a host of other parameters involved (an estimate could be made available against specific request with details) **MENA** can also render the services of conducting interview and selecting the candidates, for and on behalf of clients. **MENAS'** technical evaluation team from appropriate department shall scrutinize resumes critically, conduct trade tests / personal interview, before being deployed for work with clients.

MEDICAL CHECK

Medical check, in accordance with host country's regulations for pre-mobilization, is done for the finally selected/ approved candidates at the Embassy / Consulate of respective country's authorized medical centres.

MENA keeps the clients advised on the medical test's progress and forwards the list of medically fit candidates for necessary visa / work permit and PTA. **MENA** keeps the finally selected and medically fit candidates advised on their travel schedule, and they are briefed on travel arrangements, airport assistance on arrival at host country, along with Do's and Don'ts in the country of employment.

MOBILIZATION

Clients forward visa copy or original visa of the selected candidates to **MENA** along with PTA, or same arranged through our Division **TOURS & TRAVELS** for travel ticket. On receipt of such documents **MENA** invite the candidates traveling to the host country, to hand over the documents, check for correctness of documents, immigration clearance, certificates' endorsement and other paper works to be in order. **MENA** carry its own identification tags and such tags are distributed to each candidate with employer's contact details for easy identification at the arrival airport.

SERVICE FEE

MENA charge a nominal fee of 10% of annual gross salary of Office Staff / Field Staff / Foreman and above.

For junior level / skilled / semi-skilled / un-skilled positions, **MENA** charge a reasonable recruitment fee, payable either by employer or employee as per the agreement.

In the case where the employer wishes **MENA** to charge the employees, it is in accordance with Governments specified terms.

MENA do not levy any charges on the employee if the employer compensates **MENA** of their service fee.

EMPLOYER'S PURVIES

DOCUMENTATION FORMALITIES ENTAILED IN ENGAGING THE SERVICES OF MENA AS PER THE LABOUR REGULATIONS OF THE RESPECTIVE COUNTRY OF RECRUITMENT.

- ❖ Clients / Employers enter into an Agency Agreement with **MENA** - As per specimen document available in the brochure. It is a pre-requisite to engage the services of **MENA**.
- ❖ Demand Letter - As per specimen document available in the brochure. Such documents has to be authenticated by the Indian Consulate / Embassy in the host country, followed by Chamber of Commerce / Ministry of Foreign Affairs in the host country with on line registration (E-migrate) More details could be found on <https://emigrate.gov.in>

DEMAND LETTER SHOULD CLEARLY SPECIFY THE FOLLOWING :

- Genre of workers required
- Nature of work and job profile
- Number of workers required in each position
- Salary / Wages for each category
- Terms and conditions of employment contract
- Benefits viz. Free furnished accommodation, food, local transportation, medical, insurance, annual paid leave, air passage, and the length of contract.

POWER OF ATTORNEY - A SPECIMEN DOCUMENTS IS AVAILABLE IN THE IN THE BROCHURE.

- ❖ In accordance with Govt. regulations, it is necessary to have a power of Attorney from the employer, Such documents has to be authenticated by Ministry of Foreign Affairs in the host country, followed by Indian Embassy / Consulate. This document is essential in order to get approval from the Immigration authorities for advertisements, and Immigration clearance for the selected staff / workers for mobilization
- ❖ Employment Contract - A specimen document is available in the brochure. Employer to provide **MENA** with a copy of Employment Contract in the English language, which should specify following conditions.
 - Salary / Wages
 - Travelling expenses
 - Working hours
 - Overtime allowance
 - Medical facilities
 - Weekly holiday and annual holidays
 - Provision of food, accommodation and allowance.

Annexure -1

The Managing Director
MENA SUPPORT SERVICE LIMITED

Office No. 14 A, Option Primo,
MIDC Cross Road, No.21, Marol Industrial Area,
Andheri (East), Mumbai - 400 093.
Tel. : 0091 22- 42129786 (20 Line)
Fax : 0091 22 - 42112 9703
E-mail : info@menalimited.com
www.menalimited.com / www.jobshunt.com

Date.....

Dear Sir,

Subject : **DEMAND LETTER**

We hereby place the following demand for recruitment of deployment of manpower to work with our organization under the following terms and conditions:

Sr. No.	Name of the Trade	Number of Vacancy	Monthly Salary
1.			
2.			
3.			
4.			
5.			

Terms and conditions of Employment :

- (1) Duration of service contract
- (2) Probationary Period
- (3) Air Ticket
- (4) Accommodation
- (5) Food
- (6) Working hours
- (7) Over time allowance
- (8) Medical
- (9) Holiday

Other terms and conditions of service will be as per Labour Laws of our country.

Thanking you,

Yours Faithfully

ANNEXURE-II

Subject : Power of Attorney

We M/s.

Address:

Do hereby appoint and nominate **MENA SUPPORT SERVICE LIMITED**, Office No. 14 A, Option Primo, MIDC Cross Road, No.21, Marol Industrial Area, Andheri (East), Mumbai - 400 093, India to be our lawful Attorney and Recruitment agent in India in respect of handling all the affairs concerning submission of passport (s) for visa endorsement to the Embassy, arrangement for their passage to work site and to sign all necessary documents required by any concerned office (s) in India in connection with the recruitment of workers to work with our company organization against our block visa no.,.....,dated...../

Authorized Signature

ANNEXURE -III

Sample of Employment Agreement

This Employment agreement is made on this _____ day of _____ between

Address _____

(hereinafter called the employer)

and

Mr. _____ son of

Mr. _____

Passport No. _____

(hereinafter called the employees)

Wherein it is agreed as follows :-

- | | | |
|------|---|---|
| (1) | Position | |
| (2) | Duration of Contract | |
| (3) | Monthly basics Salary | |
| (4) | Air passage | |
| (5) | Accommodation | |
| (6) | Food | |
| (7) | Duty Hours | |
| (8) | Overtime and other fringe benefits | As per labour Law of the Employers
country |
| (9) | Leave | - do - |
| (10) | Holidays | - do - |
| (11) | Probationary Period | - do - |
| (12) | Termination | - do - |
| (13) | Others terms and condition
not mentioned above | |

(Signatur of the Employer)

(Signature of the Employee)

ANNEXURE -IV

AGENCY AGREEMENT

This Recruitment Contact is entered into on thisDay of..... Between
M/s.....
Address.....
(Hereinafter referred as the "Principal") on the one part.
and
MENA India (Hereinafter referred to as the "Agent") on the other part.

OBJECTIVES

Whereas the Principal is an employer based in and wishes to hire workers for employment in his Organization from India, and whereas the Agent is a company in India which is licensed and experienced In the recruitment of workers and has the facilities and personal to perform such recruitment services.

Now it is hereby agreed as follows:-

1.0 General Provisions

- 1.1 The Principal shall utilize the facilities and services one the purpose of pre-selection, recruiting, processing and documentation of workers hired with the assistance of the Agent.
- 1.2 The Agent shall use its best endeavours to obtain for the Principal the most qualified and suitable candidates, as per requirements of the Principal.

2.0 Responsibilities of the principal

- 2.1 The principal shall inform the Agent in writing of the vacancies available, giving the detailed job description, salary and other terms and conditions of services of workers.
- 2.2 The principal shall provide necessary documents to the Agent such as Demand Letter, Power of Attorney, Visa Advice, Visa authorization letter, service contract etc. of workers attested by Ministry of Foreign Affairs of employer's country.
- 2.3 The Principal shall send their representative to interview and select the workers directly.
- 2.4 The Principal shall provide full information to the Agent well in advance about the recruitment plan and mobilization schedule of the selected workers.
- 2.5 Individual Service Contract shall be signed between the Principal and the selected staff / workers.
- 2.6 The Principal shall arrange necessary logistic assistance at the arrival airport to the selected / workers.

3.0 Responsibilities of the Agent

- 3.1 The Agent shall advertise the requirement of the Principal (if necessary) and forward the short-listed Cv's to the Principal for their further scrutiny.
- 3.2 The Agent shall verify the authenticity of the certificates relating to the educational and professional qualifications and the personal or business reference of the applicants, if necessary.

- 3.3 After receiving the names of short-listed candidates from the Principal, the Agent will inform the candidates of interview programme.
- 3.4 The Agent shall book suitable hotel accommodation for the recruiting delegation of the Principal in India as per Principal's request and extend logistic supports.
- 3.5 The Agent shall provide accommodation facilities for conducting interviews. If necessary, Agent shall have to provide separate rooms for each interviewer with adjoining waiting room. Agent shall provide efficient secretarial, telephone and fax facilities. The Agent shall provide trade-testing facilities where necessary. The Agent shall provide all logistic support to the representative of the principal to make requirement trip a success.
- 3.6 The Agent shall arrange medical examination of the finally selected workers and the Agent will ensure that only the medical fit workers are mobilised.
- 3.7 The Agent may also select workers on behalf of the Principal through a committee of experts if Agent is authorized to do so. But the Agent will always prefer selection of workers by the representative of the Principal directly.
- 3.8 The Agent shall arrange necessary briefing / orientation course to the workers on the relevant rules and regulations of the host country prior to their departure.
- 3.9 The Agent facilities all the necessary documentation of travel, security and emigration requirements in order to enable the workers to reach their working place in time.
- 3.10 The Agent shall in all recruitment matters act loyally and faithfully to the Principal and observe all his directives and instructions.
- 3.11 The Agent shall promptly bring to the notice of the Principal any information received by him, which is likely to be of use or benefit to the Principal in the recruitment of workers.

4.0 Agency fee and terms of payment can be negotiated at the time of finalisation.

5.0 Guarantee

- 5.1 The Agent shall guarantee supply of quality manpower and in case candidate fails to complete successfully of three months probationary period and if he is repatriated, the Agent shall bear all the expenses for repatriation and replace him with another candidate. This will apply for those candidates selected by the Agent directly under his responsibility.
- 5.2 The Principal shall guarantee employment of the selected workers on the terms and condition of service stipulated in the individual worker's service contract.
- 5.3 The Principal shall bear all expenses for repatriation of any worker under any eventually, if such workers is selected by the Principal himself for by his representative.

6.0 Authority of Agent

- 6.1 The Agent shall not be authorized to incur debts or liabilities on behalf of the Principal nor shall the Agent enter into any agreement on behalf of the Principal nor bind or attempt to bind the Principal in any way unless expressly authorised in writing to do so by the Principal.
- 6.2 The Agent shall not refer to themselves nor do anything which would lead third parties to believe that the Agent was acting as general Agent for the Principal.

7.0 Entirety of the Agreement, Amendments

- 7.1 The documents shall constitute the entirety of the Agreement between the Principal and the Agent and it shall supersede any Previous agreement, representations, correspondences or discussions between the parties.
- 7.2 To the extent that any of the provisions of this agreement are void or non-enforceable, the same shall not affect the remaining provisions of Agreement, as they are independent of those void or non-enforceable terms.
- 7.3 This agreement may only be amended by mutual Agreement of the parties in writing.

8.0 Period of Agreement ,Termination

- 8.1 Agreement shall be valid for a period of.....years from the date stated above and may be terminated by either party giving 30 (thirty) days written notice prior to its expiry ,In absence of such notice, the Agreement shall be automatically renewed on the same terms and conditions.
- 8.2 The Principal shall have the right to terminate this Agreement at any time by giving 30 (thirty) days notice, in writing in any of the following events,
- (a) If the Agent enters into liquidation either voluntarily or compulsorily.
 - (b) For any reason the Agent is prevented from performing their duties.
 - (c) If the Agent commits contractual breach on any of the terms or conditions of the Agreement.

9.0 Notice

- 9.1 Any notice given or served under this Agreement shall be in writing and to be sent by letter or fax addressed to the Principal or the Agent as appropriate , whose addresses are as follows :-

Principal

M/s _____
Address _____
P.O. Box No. _____
Fax No. _____
TlxNo. _____
Tel.No. _____

Agent

MENA Support Service Limited
Office No. 14 A, Option Primo,
MIDC Cross Road, No 21,
Manor Industrial Area, Andheri (East),
Mumbai - 400 093.
Tel : 0091 22- 42129786 (20 Line)
Fax : 0091 22 - 42112 9703
E-mail : info@menalimited.com

- 9.2 Such notice shall be deemed to be received and effective on the business day of receipt.

10.0 Language and Law

- 10.1 English shall be the governing language of this Agreement and the Agent hereby warrants that he / she has read and understood all the terms and provision herein, has no questions and agrees to be bound by them.
- 10.2 All disputes arising out of or in connection with this Agreement shall be settled amicably by both parties through faithfull and sincere negotiations, failing which the disputes shall be submitted to the legal authority through the courtesy of Indian Mission in.

Signature

Principal

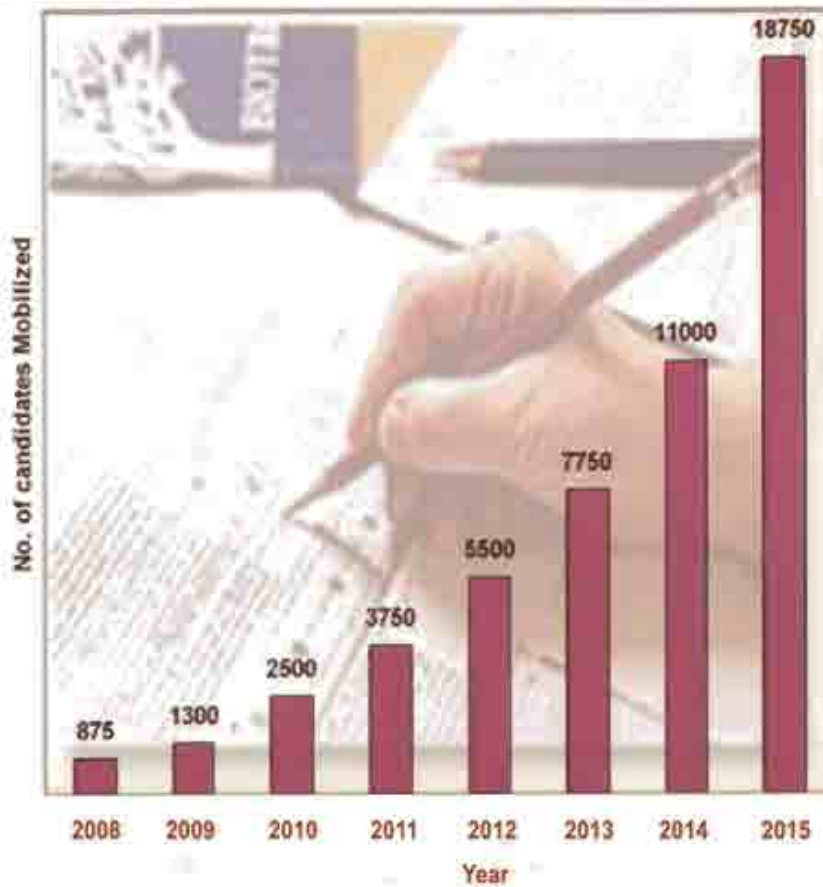
Signature

Agent

Our Success...

This graph shows our continued growth on the Man Power Recruitment for the past eight years.

This growth is Owing to the continued support of our clients and Dedication to our profession.



For any further information, please contact **MENA** Support Service Limited

**AN ISO 9001-2008
ACCREDITED COMPANY
SOME OF OUR ESTEEMED
CLIENTS AND
CATEGORIES RECRUITED**



MEP / HVAC Contractors :

List of Categories :

Project Manager	Fire Alarm Technician
Project Planner	Skilled Electricians
QA/QC Personnel	Duct Technician
Electrical Engineer	Plumber
HVAC Engineer	Insulator
Fire Fighting Engineer	Pipe fitter
Plumbing Engineer	AC Technician
MEP Co ordinator	Operator
Draughtsman	Semi Skilled Technician
Supervisor	

MEP / HVAC Contractors :

List of Clients :

Company Name	Country	Company Name	Country
Voltas Ltd	U.A.E.	Fawaz Refrigeration & Airconditiong Company	Kuwait
Trans Gulf Electro Mechanical Llc	U.A.E.	Kuwait Japanese Airconditioning Co W.L	Kuwait
Al Shirawai Group	U.A.E.	Refrigeration Industries Co. S.A.K	Kuwait
Hastie Internatinnal Llc	U.A.E.	United Engineering Services Co W.L.L.	Kuwait
Thermo Llc	U.A.E.	Arabi Enetech Company @ Abdul	Kuwait
Mepco Llc	U.A.E.	Aziz Yousuf Al Essa & Company	Kuwait
International Electromechanical Services Co.	U.A.E.	The National Company	Kuwait
Mechwatt Electro Mechanical Works Llc	U.A.E.	For Elcct. & Mech. Works Ltd.	
Geco Mech & Elect Ltd.	U.A.E.	Bronzia Projects Company	Kuwait
Palm District Cooling		Essa Hussain Al Yousifi Est	
Al Arabia Electromechanical	U.A.E.	Larsen & Turbo Limited (L&T)	Kuwait
KBKS ContractingHira		Larsen & Turbo Limited (L&T)	Kuwait
HBK Engineering Services Wll	QATAR	Integral Services Co W.L.L.	Kuwait
Al Magwa General Trading & Contracting Company	Kuwait	Gulf General Contracting Company W.L.L.	Kuwait
Al Enmaa Real Estate Company K.S.C.Kuwait		Kuwait Comtec Company	Kuwait
Al Hawal Airconditioning Company	Kuwait	Petrocon Trading & Contracting Company	Kuwait
Al Jeri Air Conditioning Company	Kuwait	Poong Lim Industrial Company Limited	Kuwait
Al-Injaz Contracting Company Sak	Kuwait	Specialized Engineering & Equipment Maintenance Co. @ Seco	Kuwait
		Zamil Aircondtioneing	KSA
		Energy Bridges Electro Mechanical	KSA



Company Name	Country	Company Name	Country
Awal Contracting & Trading Co. Wll	Bahrain	National Housing Authority	Kuwait
Panorama Contracting & Engineering Co.	Bahrain	National Kharafi	Kuwait
Orascom	Egypt	Nasser M. Al Baddah & Partners	Kuwait
Abdullah Ali Al Wakeel	KSA	General Trad. & Contracting Co.	
Al Somely Contracting	KSA	Seagul	Kuwait
Al Zahrani Group	KSA	Tanzifco Cleaning Services	Kuwait
Arabian Gulf Mechanical Services Co.	KSA	Desert Line Projects	Oman
Derbaso Company	KSA	Aject	Qatar
Saudi Cyprian Construction Co.	KSA	Darwish Engineering Co.	Qatar
Ahmadia Contracting & Trading Co.	Kuwait	Hamad & Mohammed Al Futtain	Qatar
Al Ghanim Comblend Group Company	Kuwait	Hamad Bil Khaled	Qatar
Al Wazzan Holding Group K.S.C.C	Kuwait	Contracting Company	
Arab Builders & Merchantile Company	Kuwait	Kemco Electrical Company	Qatar
Bahman Al Omraniah Company W.L.L	Kuwait	Cltw Terminal (Pte) Ltd.	Singapore
Combined Group Company	Kuwait	Al Fara's Group	U.A.E.
For Trading & Company W.L.L		Al Jaber Energy Service	U.A.E.
Consolidated Contractors Company W.L.L	Kuwait	Athena Hellenic Engineering	U.A.E.
F & K Ibrahim Al Shuwayer	Kuwait	Bu Haieeba Contracting L.L.C.	U.A.E.
& Partners Company			
Finesco International	Kuwait	Athena Hellenic Engineering	U.A.E.
Gulf Deep Foundation	Kuwait	Bu Haieeba Contracting L.L.C.	U.A.E.
International Company		Gulf Contractors	U.A.E.
Gulf Rocks S.A.K.	Kuwait	Higgs & Hills	U.A.E.
Hamad & Moeller Trading Company	Kuwait	International Marine Contractors	U.A.E.
Khalifa Daj Al Dabbous & Bros. Co. Ltd.	Kuwait	Juma Al Majid Group	U.A.E.
Khalil Bahman Trading Establishment	Kuwait	Ranya Group	U.A.E.
Kuwait Reconstruction House	Kuwait	Schemes	U.A.E.
M.H. Aishya Company W.L.L.	Kuwait	Serco Gulf	U.A.E.
Mushrif Trading & Contracting	Kuwait	Specialised Technical	U.A.E.
Company K.S.C.C.		Contractors	
Nasser M. Al Baddah & Partners	Kuwait	Talib Al Hawal	U.A.E.
General Trad. & Contracting Company			



Electromechanical Contractors :

List of Categories :

Project Manager	Electrical Supervisor	Skilled A/C Technicians
Safety Manager	Plumbing Supervisor	Welder
Planner	HVAC Supervisor	Pipe Fitters
MEP Engineer	Fire Alarm Supervisor	Plumber
Plumbing Engineer	Draughtsman	Duct Reector
Electrical Engineer	(Electrical/ Plumbing / HVAC)	Duct Insulator
Project Coordinator	Electrical Foreman	Pipe Insulator
QA/QC Engineer	Plumbing Foreman	Operators
Safety Engineer	HVAC Foreman	Semi Skilled
Safety Officer	Fire Alarm Technician	Electrical Helper
	Skilled Electricians	Semi Skilled A/C Helper

Electromechanical Contractors :

List of Client:

Company Name	Country	Company Name	Country
Awal Gulf Manufacturing Company	Bahrain	Poong Lim Industrial Co. Ltd.	Kuwait
Energy & Power	KSA	Salem Bin Nisf Electrical Co. W.L.L.	Kuwait
Fawaz Refrigeration Company	KSA	Shinwa Engineering &	Kuwait
National Contracting Co.	KSA	Construction Company Limited	
Zamil	KSA	SKS Group Company W.L.L.	Kuwait
Aban Construction & Eng Co, Kuwait		General Trading & Contracting	
Abdul Aziz Abdul Mohsin	Kuwait	Specialised Engg. & Equip.	Kuwait
Al-Rashed Sons Company W.L.L.		Maint. Company	
Abdul Aziz Yousuf Al Essa & Co.	Kuwait	Technimont	Kuwait
Ahmed Ghuloom Redha	Kuwait	The National Company for	Kuwait
Ashkanani Co. W.L.L.		Electrical & Mechanical Works Ltd.	
Ahmed Yousef Bahbehani Est.	Kuwait	Warba National Contracting	
Al-Hussain Electric &		Company W.L.L.	Oman
Mechanical Contracting Co.	Kuwait	Sasa Arabian Company	Oman
Al Jeri Airconditioning Co.	Kuwait	Zubair Electrical Company	Qatar
Al Muntaser Gen. Trading & Co.	Kuwait	Khalid Electro & Mech Est (Kemco)	U.A.E.
Ali Mohd. Thunayan Alghanim	Kuwait	Abdullah Al Ghurair Group Co.	
General Trading & Company W.L.L.		Bin Awaidha Est.	U.A.E.
Alinjaz Contracting Co.		Brothers Electro Mechanical	
Almeer Technical Services Co.W.L.L. Kuwait		Contracting Est.	U.A.E.
Beyander Constructing Company	Kuwait	Diplomat Central Air	
Equipment Co. W.L.L.		Conditioning L.L.C.	U.A.E.
Gulf Spic Contracting Co. W.L.L.	Kuwait	Drake & Scull	U.A.E.
Hinoud Al Khadda & Partners	Kuwait	Emerson Climate Technologies	U.A.E.
Gen. Trdg. & Co.		Eros Electricals	U.A.E.
House Of Trade & Contracting Co.	Kuwait	Gulf Engineering	U.A.E.
Khalifa Dajj Al Daddous &	Kuwait	Juma Al Majid Group	U.A.E.
Bros. Company Ltd.		Lunar Electro	U.A.E.
Kuwait Control Company W.L.L.		New Age Company	U.A.E.
National & German Electrical &	Kuwait	Seroo Gulf	U.A.E.
Electronic Service Co. & Siemens		Talib Al Hawal	U.A.E.
Nouri & Kent Engineering Contractors	Kuwait	Wesco	U.A.E.



Oilfields/ Refineries / Petrochemical Companies :

List of Catogories :

Construction Manager	Design Engineer	Rotating Equipment
Process Manager	Plant Engineer	Technician
QA/QC Manager	Rotating Equipment Engineer	Piping Supervisor/Foreman
Safety Manager	Procurement Engineer	Pipe Fabricator
Construction Engineer	Stress Engineer	Instrument Fitter
Process Engineer	Cost & Planning Engineer	Instrument Technucian
Environment Engineer	Service Engineer	Welder
Inspection Engineer	Requisition Engineer	General Fitter
Instrument Engineer	HSE Advisor	Pipe Fitter
Electrical Engineer	Senior Chemist/Lab Analyst	Structural Fabricator
Piping Engineer	Draughtsman(Mechanical/Piping)	Mechanical Fitter
Civil / Structural Engineer	Instrument Supervisor	First Class Mechanic
Mechanucal Engineer	Safety Officer / Supervisor	Rigger
Planning Engineer	QA / QC Inspector	Mechanical Heiper

Oilfields/ Refineries / Petrochemical Companies :

List of Clients :

Company Name	Country	Company Name	Country
Abu Dhabi Oilfield Services	U.A.E.	Equate Petrochemical Company	Kuwait
National Petroleum Construction Company	U.A.E.	K.S.C	
		Petrocon	Kuwait
Das International Group	U.A.E.	Nesma And Partners Contracting Co. Ltd.	KSA
Dome International Group	U.A.E.	Zamil Offshore Services Co. Ltd.	KSA
Lamprell Enegry	U.A.E.	Gulfar	
Al Zahem International Group	Kuwait	Medgulf Construction	QATAR
Jasmine International General Trading	Kuwait	CCC	QATAR



NDT Inspection Services :

List of Categories :

Welding Engineer	Welding Inspector	NDT Technician
Welding Supervisor	Welding Foreman	

NDT Inspection Services :

List of Claints :

Company Name	Country	Company Name	Country
ISSCO	K.S.A.	NDT KSA	K.S.A.
Al Rawabi	K.S.A.	NDT Abu Dhabi	U.A.E.





Shipping /Shipyards/Ship Repairers/Dredging/Oil Rigs/Offshore Companies:

List of Catetories :

Chief Engineer	Telecommunication Technician	Pipe Fabricator
Marine Engineers	Ship Doctor	Sand Blaster & Painters
Electronic Engineers	HSE Advisor / Safety Officer	Fireman
Mechanical Engineers	Store Keeper	Crane Operator
Electrical Engineer	Camp Boss	Welders
Telecommunication Engineer	Marine Mechanic	Pipe Fitter
Refrigeration Engineer	Male Nurse	Electrician
Second Engineer	Bosun	Rigger
Third Engineer	Able Seaman	Fabricator
Fourth Engineer	Ordinary Seaman	Lifeguard
Safety Engineer	Fitter	Cleaner
Captain	Welder	Salad Maker
Chief Officer	Fabricator	Pastry cook
Second Officer	Oiler	Chapathi maker
Third Officer	Carpenter	Cook
Radio Officer	Sheet Metal Welder	Mess Boy
Electrical Officer	Spray Painter	Asst. Cook
Structural Fabrication Foreman	Welders TIG & MIG	Kitchen Assistant
Ship Fitter / Plater	Spray Painter	
Marine Electrician	Marine Fitter	

Shipping /Shipyards/Ship Repairers/Dredging/Oil Rigs/Offshore Companies:

List of Clients :

Company Name	Country	Company Name	Country
Arab Shipbuilding & Repair Yard Co.	Bahrain	Hamad Al Hamad	Kuwait
Awal Marine Services Est. W.L.L.	Bahrain	Kuwait Development & Training Company	Kuwait
Awalco	Bahrain	Kuwait Shipbuilding & Repair Yard Co.	Kuwait
Arabian Marine & Terminal Services Co. Ltd.	KSA	Medcare & Marine Services Co Wll	Kuwait
Arabian Gulf Mech. Services & Con.Co.Ltd.	KSA	MTSUI Engineering & Shipbuilding Co. Ltd.	Kuwait
Atco	KSA	Naseeb Maritime Company WLL	Kuwait
Bakri Navigation	KSA	Sultan Asad Mohd. General Trading & Contracting Est.	Kuwait
Bin Nowiran Est.	KSA	Trans Universal Seas Company	Kuwait
Dena Marine	KSA	United Arab Shipping Co.	Kuwait
Hadl Al-Hamman Est.	KSA	Majan International Co.	Kuwait
Hajjan Drilling	KSA	Abu Dhabi Ship Building	Oman
Ibrahim M. Al Sania Drilling Co.	KSA	Al Bwardy Marine Services	U.A.E
Khalifa Al Gosaibi Diving & Marine Services	KSA	Arab Heavy Industries	U.A.E
MMG (Al Mojil Group)	KSA	Cmdr Shipyard	U.A.E
Salamah Marine	KSA	Dubai Dry Dock	U.A.E
Sivanco	KSA	Gulmar Offshore	U.A.E
Star Navigation	KSA	Hi Tech Marine	U.A.E
Zamil-O & M	KSA	Sainragt Contracting Company	U.A.E
Al Rashid Supply & Marine Services Corp.	Kuwait	Salpem	U.A.E
Al SOULA Trading & Contracting Co. W.L.L.	Kuwait	Seaport International	U.A.E
Barrak Mohd. Abdul Aziz Barrak Company	Kuwait	Sevenseas Ship Chandlers Lic	U.A.E
Bin Nowiran Establishment	Kuwait	Tile Marine	U.A.E
Gulf Deep Foundation International Company	Kuwait	Wartsila Gulf Fze	U.A.E
Seaport International	U.A.E	Overseas Ast LLC	U.A.E
Al Shabia Engg.	U.A.E	Gulf Dredging General Contracting Company S.A.K.	Kuwait
Ahmed Maintenance & Ship Repair (Amasco)	U.A.E	Kuwait Development & Trading Company	Kuwait
Phoenix Marine	U.A.E	Nadid General Trading & Contracting Co.	Kuwait
Submarine Engg. Services	U.A.E		



Civil Construction: List of Categories:

Construction Manager
Safety Manager
Project Engineer
Planning Engineer
Civil Engineer
Project Coordinator
Quantity Surveyor
QA/QC Engineer
Safety Engineer
Land Surveyor

Civil Supervisor
Autocad Draughtsman (Civil)
Lab Technician
Civil Foreman
Civil Chargehand
Safety Officer
Male Nurse
Document Controller
Heavy Equipment Operator
Grader Operator
Electrician
Tower/Mobile Crane Operator
Steel Fabricator
Welder
Scaffolder
Steel Fixer
Carpenter
Masons (Tiling/Block)
Rigger
General Helper

Civil Construction: List of Clients:

Company Name	Country	Company Name	Country
Aidar Laing O'Rourke	U.A.E	Sensaire	U.A.E
Dhafir Development & Construction	U.A.E	Shatalat	U.A.E
National Services	U.A.E	Six Construction	U.A.E
Contraction (NSCC)		Tecton	U.A.E
National Projects And Construction	U.A.E	Taathud General Contracting	U.A.E
Construtora Norberto Odebrecht S.A	U.A.E	Cebaroo	U.A.E
Shinryo Corporation	U.A.E	Reliance Contracting Company	U.A.E
Etik Link	U.A.E	Hyundai Heavy Industries	Qatar
Emirates Belbadi Contracting Co.	U.A.E	Darwish Engineering Co.	Qatar
Al Futtaim Tarmac	U.A.E	Pergola Contracting	Qatar
Bin Hafeez Group	U.A.E	Kettaneh Construction	Qatar
Tav Gulf Construction Co.	U.A.E	Dar SSH International Engineering Consultants WLL	Kuwait
Bin Belalla Contracting	U.A.E	Nezar Al Anjari Consulting Bureau	Kuwait
Mohid. Abdulmoshin	U.A.E	Option One International W L L	Kuwait
Al Kharafi & Sons		First Kuwaiti Trading & Contracting Co.	Kuwait
Saudi Oger Abu Dhabi Ltd	U.A.E	Burhan International Construction Co. W. L. L.	Kuwait
Al Dseco General Contracting Ltd	U.A.E	Copri Construction Company	Kuwait
Tetcon Engg & Construction Co.	U.A.E	3b General Trading & Contracting Company	Kuwait
Samisung Engineering And Construction	U.A.E	Company Amana United Co.	Kuwait
Terna S. A.	U.A.E	Parsons Brinckerhoff International	Kuwait
Square General Contracting Co.	U.A.E	Tabet Construction	Bahrain
Dubai Towers General Contracting	U.A.E	Mahmood Akbar Aireza	Bahrain
Al Dseco	U.A.E	Aartco	KSA
Al Rajhi Contracting	U.A.E	Al Binall	KSA
Al Rakha	U.A.E	Femco	KSA
Armana Pipe	U.A.E	Rapco	KSA
Gammon Billimoria	U.A.E	Al Nadha Contracting	Oman
Metito	U.A.E	Arabian Supplies & Contracting	Oman
Obaid Hareb Building Contracting Co	U.A.E		
Qatar Building Company	U.A.E		



Drilling & Oil Rigs :

List of Categories :

Petroleum Engineer	Industry Trend Analyst	Floor Man
Drilling Engineer	Budget Controller	Tool Pusher
Reservoir Engineer-Simulation	Database specialist	Night Tool Pusher
Process Engineer	Geologist	Rig Mechanic
Rigging Engineer	Petrophysicist	Rigger
Mud Engineer	Chief Mechanic	Derrick Man
Specialist E & P Technology	Tender & Contracts Controller	Heavy Equipment Mechanic
Specialist G & G Technology	Government Liaison Controller	Crane Operator
Chief Business Analyst	Crane Barge Supervisor Offshore	Drivers (Heavy & Light)
Contract & Invoice Administration	Draughtsman	
Geophysicist	Supervisor	

Drilling & Oil Rigs :

List of Clients :

Company Name	Country	Company Name	Country
Doosan Heavy Industrial & Construction Company Limited	Kuwait	National Petroleum Services Company K.S.C	Kuwait
		Al Hugayat	KSA



Stevedoring & Port Contractors :

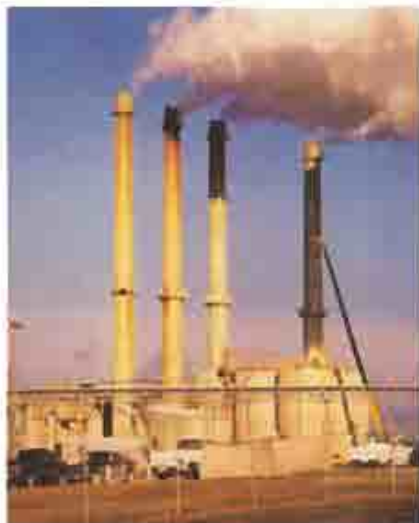
List of Categories :

Doctor	Mason	Fireman
Port Captain	Electronic Technician	Loading / Unloading man
Civil Engineer	Electrician	Winchman
Electrical Engineer	HVAC Technician	Male Nurse
Maintenance Engineer	R O Plant Operator	Automobile Technician
Plumber	Driver	Benchman
Joiner	Carpenter	Supervisor
Painter	Tally Clerk	(Electrical/ Mechanical/AC)

Drilling & Oil Rigs :

List of Clients :

Company Name	Country	Company Name	Country
Slyanco	KSA	Kuwait Gulf Link Transport Co.	Kuwait
Arabian Marine Terminal Services	KSA	Gulf trainer	U.A.E.
National Containers Co. K.S.C.C.	Kuwait	D. P. World	U.A.E.



Cement / Precast Industries : **List of Categories :**

Factory Manager	Draughtsman	Stacker Operator
Production Manager	Civil Supervisor	Stacker-Reclaimer
Sales Manager	QA/QC Inspector	Mobile Crane Operator
Safety Manager	Civil Foreman	Operator Cum Carpenter
Precast Engineer	X-Ray Analyzer	Mechanical Fitter
Erection Engineer	Male Nurse	Reclaimer Operator
Civil Engineer	Instrumentation Foreman	Mason
Sr. Process Engineer (KLIN)	Crusher Foreman	Carpenter
Sr. Process Engineer (MILL)	Mechanical Foreman	Steel Fixer
Planning Engineer	Mill Operator Foreman	Rigger
QA/QC Engineer	Sales Executive	Electrician
Electrical Engineer	Chemist	CCR Operator
Safety Engineer	Draughtsman	Mill Operator
Mining Engineer	QC Assistant	Field Operator
Production Engineer	Instrument Technician	Kiln Operator
Mechanical Engineer	Safety Officer	Patrol Mill Operator
Instrumentation Engineer	Erection Foreman	Ship Unloader Operator
Explosive Engineer	Electrical Foreman	Machine Operator
Process Engineer (KLIN)	Chargehands (Mason	Sample Boy
Process Engineer (MILL)	/ Carpenter / Steel Fixer)	Trailer Driver
Maintenance Planner	Refractory Mason	Rigger/ Khalasi
Safety Officer	Brick Layer / Mason	General Labour
	General /Workshop Mechanic	

Cement / Precast Industries : **List of Clients :**

Company Name	Country	Company Name	Country
AL GUWAIN CEMENT CO	U.A.E	Real Estate/Construction &	U.A.E.
RAS AL KHAIMAH CO.FOR	U.A.E	Fabrication Company @RECAFCO	
WHITE CEMENT		Al-Emad Real Estate K.S.C.C.	U.A.E
RASHICO CEMENT CO.	U.A.E	@ BIG Contractors	
CEMEX	U.A.E	Dubai Precast	U.A.E.
Taahud General Contracting	U.A.E	Hi-Tech Precast	U.A.E.
Trans Gulf Precast	U.A.E	Juma Al Masjid Group	U.A.E.
Kuwait Cement Company K.S.C.	Kuwait	United Precast	Qatar
Gharbiah cement Factory	KSA		



Plastic Manufacturing :

List of Categories :

Production Facility Manager	Sales Engineers	Electrician
Export Manager	AutoCad Draughtsman	Mechanic
QC Manager	Warehouse Supervisor	Senior Operator Mixing
Purchase Manager	Sheathing Technician	Injection Molding Machine
Production Engineer	Storekeeper	Operators
Design Engineer	Stranding Technician	Blow Molding Machine Operator
Maintenance Engineer	Wiremen	Packing Machine Operator
Material Engineer	Label Operator	Extrusion Line Operator
Mechanical Engineer	Foreman	Technicians

Plastic Manufacturing :

List of Clients :

Company Name	Country	Company Name	Country
National Plastic & Building	U.A.E.	Gulf Packing Co.	KSA
Material Industries		Al-Ismael Plastic Factory	KSA
Al Samira	UAE	Al-Faisaillah Plastic Factory	KSA
The Plastic Company	Kuwait	Arabian Gulf Manufactures	
Packing & Plastic	Kuwait	Ltd.	KSA
Industries Company		B+K Middle East Co.	KSA
The Plastic Company	Kuwait	Napco Modern Plastic &	KSA
		Building Materials	

Aluminium / Glass Manufacturers :

List of Categories :

Factory Manager	Mechanical Engineer	Aluminum Fabricator
Export Manager	Sales Engineers	Carpenters
QC Manager	Auto CAD Draughtsman	Wiremen
Purchase Manager	Warehouse Supervisor	Label Operator
Production Facility Manager	Storekeeper	Glass Cutter
Production Engineer	Foreman	Electrician
Design Engineer	Aluminium Technician	Mechanic
Maintenance Engineer	Aluminum Fitter	
Material Engineer	Sheet Metal Fabricator	

List of Clients :

Company Name	Country	Company Name	Country
Arabian Aluminum LLC	U.A.E.	Qatar Belgium Aluminum	QATAR
		Co. WLL	
Belgium Aluminium & Glass	U.A.E.	Wataniya Factory for Fiber	
		Glass Company	Kuwait
Emirates Glass	U.A.E.	Gulf Glass Manufacturing	
		Company	Kuwait
Emirates Float Glass	U.A.E.		

Garment Manufacturing

List of Categories :

Production Manager	Tailors (various categories)	Store keeper
Shop floor Engineer	Cutter	Inventory Controller
Textile Engineer	Iron Man	Boiler Maintenance Technician
Designer	Packing & Forwarding Clerk	



Garment Manufacturing

List of Clients :

Company Name	Country	Company Name	Country
Al - Hokair Garments	KSA	Euroasia	U.A.E.
Jassanmai	U.A.E.	Neel Kamal	U.A.E.

Elevators & Escalators :

List of Categories :

Production Manager	Erection Engineer	Semi Skilled Electrical Helpers
Production Manager	Maintenance Engineer	Skilled Lift Technicians
Qa/Qc Engineer	Draughtsman	Semi Skilled Lift Technicians
Design Engineer	Electromechanical Supervisors	Production Controller
Sales Engineer	Production Supervisor	
Production Controller	Skilled Electricians	



Elevators & Escalators :

List of Clients :

Company Name	Country	Company Name	Country
Al Giryania Co Gen Trading and Contracting	Kuwait	Remas International	Kuwait



Hotel & Catering :
List of Categories :

President/CEO	Beverage Manager
Director of Transient Sales	Catering Manager
Director Food and Beverage	Dining Room Manager
General Manager	Restaurant Manager
Human Resources Manager	Dining Hall Supervisor
Marketing Manager / Executive	Restaurant Supervisor
Reservation Manager	Counter Serve
Transient Sales Manager	Bar Tender
Public Relations Manager	Wine Steward
Management Staff (HR, Sales and Marketing)	Restaurant Hostess
Front Office Manager	Driver-cum Delivery Man
Front Desk Manager	Kitchen Manager
Concierge Manager	Dishwashing Foreman
Lobby Manager	Kitchen Equipment Technician
Front Desk Supervisor	Executive Chef
Front Desk Agent / Guest Service Attendants	Pastry Chef
Reservation Agent	Chef
Accounts Receivable Clerk	Sous Chef
Cashier	Chef De Parties
Purchaser/Buyer	Chief Steward
Event Planner	Commis Baker
Telephone Operator	Commis I,II, III
Bell Staff	Chapatti / Salad / Sandwich Maker
Door Person	Broiler Cook
Valet / Garage Supervisor	Steward
Valet Parking Staff	Pantry Cook
PBX Supervisor	Fry/Saute Cook
PBX Operator	Cook
House Keeping Manager	Cook-Continental/Cold/All types
Executive House Keeper	Cook-Assistant
Floor Manager	Property Manager
Night Auditors	HVAC Engineer
Assistant Executive House Keeper	Electrical Engineer
House Keeper / Room Attendants	BMS Engineer
Laundry Manager	Electrical Supervisor
Laundry Supervisor	IT Engineer / IT Technician
Linen Room Attendant	Swimming Pool Trainer
Laundryman	Swimming Pool Attendant
Laundry Assistant	Message Therapist
Tailor / Seamstress	Gym Attendant
Banquet Manager	Security Manager / Officer
	Security Guards
	Food Runner
	Logistic Shift Officer
	Chemist
	Gardner
	HVAC Technician / Electrician
	Plumber
	Mason



Hotel & Catering :

List of Clients:

Company Name	Country	Company Name	Country
Ritz Carlton	Qatar	Draieh General	
Millenium Airport Hotel	QATAR	Trading & Co. W.L.L.	Kuwait
Abela Qatar International Co.	QATAR	Kuwait Fruits & Vegetables Co.	Kuwait
AL Jassim Group-Burger King	QATAR	Mexicana Food Stuff Co.	Kuwait
Compass Catering	QATAR	Tariq Al Ghanim Ltd. &	
Dana Club	QATAR	Universal Sodexho	Kuwait
Diplomatic Club	QATAR	AL Homazi Food Stuff Co.	Kuwait
Gala Catering	QATAR	AL Sane Group Co. W.L.L.	Kuwait
Kelvin Catering-		Shriyar Catering Co.	Kuwait
Services-Sodexho	QATAR	Melenzen	Kuwait
Qatar Food Company-		Radisson Blu Hotel-Dhahran	KSA
Americana	QATAR	Novotel Hotels	KSA
Qatar Caters & Contractor	QATAR	Parkinn Hotel	KSA
La Villa Hospitality & Catering	QATAR	Marriott Hotels-Resort	KSA
Doha Club	QATAR	Mercure Hotels-Resorts	KSA
Al Karam Al Arabi		Moveinpick Hotel	KSA
Catering Services Ltd	QATAR	IBIS Hotel	KSA
Green Oasis Bakery Chain	QATAR	Mohammadia Milan Hotel	KSA
Teyseer Services	QATAR	The Business Boufique Hotel	KSA
Wacasco	QATAR	Elaf Hotels	KSA
Global Service	QATAR	Al Waha Palce Hotel	KSA
Melenzen	QATAR	Bould Hotels & Resorts	KSA
Intercontinental Hotel	UAE	Pizza INN	KSA
Ramada Hotel	UAE	Ramda INN- Hotel	KSA
Prime Tower Hotel	UAE	AL Mutlaq Hotel	KSA
Millenium Airport Hotel	UAE	Wandalus Hotel	
Millenium Tower Hotel	UAE	(Randby-Wandalus Hotel)	KSA
Sheraton Jumeirah Hotel	UAE	United Caterers	
Diplomat Howard Johnon Hotel	UAE	& Contractors	Bahrain
Grand Millenium Hotel	UAE	Julias Restaurant	KSA
Hatta Fort Hotel	UAE	United Food (Pizza INN)	KSA
Iffco Group of Companies	UAE	Saudi Delta (Faifouz Gaeden, Basero	
National Catering Co. LCC	UAE	Restaurant & Coffee Shop)	KSA
Federal Foods	UAE	Gulf Catering	KSA
Albert Abeia Co. Llc	UAE	AL Safwa Food (DQ)	KSA
Americana-Kuwait Food Co.	UAE	Munajem	KSA
Compass Catering	UAE	Sunset Beach	KSA
Spinneys	UAE	Fairouz Garden	KSA
Fine Food Trading-		Tulin World	KSA
Round Table Pizza Chain	UAE	Karan & Suites - Hotel	KSA
Intercontinental Resort	UAE	Harfy Food	KSA
National Catering Co. LLC	UAE	Alithar AL Arabia - LE Concheur	KSA
Alpha Flight Catering	UAE	Bconcept -Saudi Brothers	KSA
Dubai World Trade Center	UAE	Gulf Catering Co.	KSA
Emirates Flight Catering	UAE	AL-Hokair Group	KSA
AL Ahlia Gulf Line Gen.		AL-Jenedriah Coffee Shops	KSA
Trading-Coke	UAE	AL-Khelawi Group	KSA
Action Hospitality	UAE	Filfillah Chain Restaurant	KSA
Alpha Flight Catering Co.	UAE	Joffrey's Trading Co.	KSA
Compass Catering	UAE	NCSM-Universal Sodexho	KSA
Damac Group	UAE	Mazaya Foods	KSA
Millenium Airport	UAE	National Catering & Management	
Compass Catering	UAE	Services	KSA
Damac Group	UAE	Premier Foods	KSA
Melenzen	Kuwait	Saudi Arabian Catering	
Wtania International	Kuwait	Enterprise Ltd.	KSA
AL Wazza International	Kuwait	Saudi Catering & Contracting Co.	KSA
Ansar Gulf General Trd.Cont.	Kuwait	Compass Arabia Catering	KSA
Arab United Foods	Kuwait	Saudi Fisheries Co.	KSA
Caesar's Group	Kuwait	Radisson Blu Hotel-Indore	KSA
		Sodexho	Africa



**Road/Railway/
Metro Construction**
List of Categories :

Quantity Surveyor
QAQC Civil Engineer
QAQC Civil Assistant
QAQC Senior Electrical Engineer
QAQC Civil Inspector
Viaduct & Bridge Engineer
Viaduct & Bridge Assistant
Elevated Station & P & R Assistant
C&C Station Engineer
C&C Station Assistant
M&E Senior Cost Control Engineer
HSE Engineer
External Facilities Engineer
TBM Assistant
Junior Supervisor

**Road/Railway/
Metro Construction**
List of Clients:

Company Name

Fast Consortium Company (FCC)
L&T
MENA

Assistant Utility & Traffic Engineer
Project Control Assistant
Mechanical Quantity Surveyor
Change Notice Engineer
Cost Control Manager
Project Management Assistant
Assistant Alignment & Installation
Cost Control Engineer
Rigging or Lifting Engineer
HSE Engineer (LEEA)
Elevated Station Engineer
Line Man
Carpenter
Rigger
Ordinary Labour

Country

KSA
KSA / QATAR
KSA/QATAR

Cinema / Entertainment :
List of Categories :

Cinema Projectionist
Audio Video Technician
Light Man / Touch Man
Popcorn Seller
Food Runner
Usher
Electrician
Plumber
Wall and Wood Painter
Drivers

A/C Technician
Busser
Ticket Counter Attendant
Cashier
Customer Care Executive
Theater Crew
Booth Crew Member
Supervisor
Server
Concessionist

Cinema / Entertainment :
List of Clients:

Company Name

Kuwait National Cinema

Country

Kuwait

Hospital :
List of Categories :

Doctors
Nurse
Paramedics
Anesthetists

Administrative Staff
Room Waiters
Lab Technicians

X-Ray Technicians
Physio Therapists
Pharmacist

Hospital :
List of Clients :



Company Name	Country	Company Name	Country
AlRashid Hospital	Kuwait	National Guard	KSA
Dal Al Shifa Hospital	Kuwait	Noor Mohd Khan Clinic	KSA
Bader Sultan & Bros Company	Kuwait	Riyadh & Khair Military Hospital	KSA
Al Asha Hospital	KSA	Safari Co. Ltd.	KSA
Al Hammadi Hospital	KSA	Saudi Medicare Co. Ltd.	KSA
Al Mouwasat Hospital	KSA	Scientific Medical Equipment House	KSA
Al Yousuf Hospital	KSA	International Private Hospital	KSA



Facilities Management :
List of Categories :

Electromechanical Supervisors
Skilled Electricians
Semi Skilled Electrical Helpers
Skilled A / C Technicians
Semi Skilled A/C Helpers

Carpenters
Masons
Plumbers
Camp Boss
Male Nurse

Coordinators
Security Supervisors
Security Guards
Cleaner-Male / Female

Facilities Management :
List of Clients :

Company Name	Country
Abdullah Al Ghurair Group Of Companies	U.A.E.
Serco Gulf	U.A.E.
Dulco	U.A.E.
Asmacs Engineering	U.A.E.
Muneerah Hussain Engineering Consultant	Kuwait

landscaping & Irrigation :

List of Categories :

Architect	Landscaping Supervisor	Irrigation Technicians
Landscaping Engineer	Ornament	Irrigation Helpers

List of Clients :

Company Name	Country	Company Name	Country
Royal Gardens Agricultural Contracting Company	U.A.E.	Al Darmaky Contracting & Agricultural Materials	U.A.E.
Desert Landscape	U.A.E.	Cittiscape	U.A.E.



Cargo Operators / Warehousing / Transportation :

List of Categories :

Transport Manager	Warehouse Supervisor	Auto Painter
Workshop Manager	Warehouse Labours	Heavy Duty Drivers
Logistics & Warehouse Manager	Operations Executive	Light Duty Drivers
Automobile Engineer	Forklift Operators	Auto Electricians
Workshop Supervisor	Tyreman	Drivers (heavy / light)
Field Supervisor	Auto Denter	
Transport Supervisor	Automobile Mechanic	

Cargo Operators / Warehousing / Transportation :

List of Clients :

Company Name	Country	Company Name	Country
Oman Transport	U.A.E.	Al-Safi Transport	KSA
Oman Coastland Transport Ltd	U.A.E.	Ibrahim Al Qahtani Transport Co.	KSA
Federal Foods	U.A.E.	Samara Trading Est.	KSA
D.P. World	U.A.E.	Cargo Transport System Wll	Kuwait
Al Salmeen	U.A.E.	Al Jazira Quraini Transport Co.	Kuwait
Dulsco	U.A.E.	Cargo Transport Systems W.L.L.	Kuwait
R A R Group	KSA	Jassim Transport Stevedoring Co. W.L.L.	Kuwait
Siyanco	KSA	The Transport Warehousing Group	Kuwait
Abdullatif Ali Alissa Est. Group	KSA	Company K.S.C.	
Al-Ma'ahan Transport	KSA	R.I.C. Transport Division	Kuwait
		Kuwait Gulfink Transport K.S.C.	Kuwait
		Public Warehousing Company	Kuwait



Airport :

List of Categories :

Air Frame Engineer	Runway Officer	Drivers
Air Electrical Engineer	Ground Traffic Control Officer	HSE Advisor
Telecom Instrumentation Engineer	Crash & Salvage Officer	Fire Fighting Assistants
Air Traffic Control Officer	Technicians (Electrical / Instrumentation)	

Airport :

List of Clients :

Company Name	Country	Company Name	Country
Bahrain Airport Services	Bahrain	Kuwait Aviation Service Co.	Kuwait
Ras Al Khaima Airport	Ras Al Khaima	Sharjah Airport	U.A.E.



Auto Maintenance / Show Room Companies :

List of Categories :

Show-room Manager	Tyremen	Auto Painter
Show-room Sales Engineer	Auto Electrician	Oil Changer
Automobile Engineer	Auto Mechanic	Driver
Automobile Technician	Dentist	

Auto Maintenance / Show Room

List of Clients :

Company Name	Country	Company Name	Country
Al Jomaih Automotive Company	KSA	House of Trade	Kuwait
Arab Equipment (Boodai Trading)	KSA	National Kharafi	Kuwait
Arab Equipment (Boodai Trading)	Kuwait	Toyota	Oman
Arab Equipment (Boodai Trading)	UAE	Al Hamid (BMW)	UAE
Arab Equipment (Boodai Trading)	Oman	Gaiadheri Automobiles Co.	UAE
Al Wasilah (HERTZ)	KSA		



AN ISO 9001-2008

ACCREDITED COMPANY

OUT SOURCING, ENGINEERING

AND

MARINE SERVICE



Miscellaneous List of Clients

Company Name	Country	Company Name	Country
Alico Kuwait Light Industries & Aluminium WLL	Kuwait	Tripple E Holding	Kuwait
Kuwait Aviation Fuelling Company & Kafco	Kuwait	Al Babbain Trading & Contracting Company	Kuwait
National Aviation Services Company & Nas	Kuwait	Specialist Oilfield Services Company K.S.C	Kuwait
National Containers Company K.S.C.C.	Kuwait	Hassan's Optician Company	Kuwait
DHL Express	Kuwait	British Industries	Kuwait
Weatherford Kuwait For Petroleum Services	Kuwait	Centrepont	Kuwait
Clic National Fence Metal Ind Co.	Kuwait	Serb Fusion Company	Kuwait
Kuwait Packing Materil Mfg Co	Kuwait	Huawei Tech Investment Co.Limited	Kuwait
Ikea	Kuwait	Huawei Technologies Co Limited	Qatar
Al Riyas Trading Company	Kuwait	Metal&Recycling Company	Kuwait
Ratqa General Trading & Contracting Company	Kuwait	Rataway General Trading & Contracting Company	Kuwait
Turki Dabbous Company	Kuwait	Adel Awad Al Ghamdi Trading Est	Ksa
Universal International General Trading & Co.	Kuwait	AlJabrTrading & Contracting	Ksa
Dar Al Hay Company	Kuwait	Gulf Dunes	U.A.E.
Blue Dana Company General Trading & Contracting	Kuwait	JamalJarcudi Group	Ksa
Mohamed Abdul Rahaman Al Bahar	Kuwait	Khalida Almulhem	Ksa
Rockweek International Gen. Trad. Contracting Co.	Kuwait	Nahdi Medical Company	Ksa
AbdullaInvestment Group Kwt.	Kuwait	Remas International	Kuwait
Abdul Kareem Group	K.S.A.	Saad Ahani Al hajri	Ksa
Abdulla Dossary Trading & Contracting	K.S.A.	Saudi Marketing Company Ltd (Aswad Group)	K.S.A.
Advance Electronic Ksa	K.S.A.	SaudiMbt-Chemicals	K.S.A.
Al Nassar Trading & Contracting Est	K.S.A.	Scado	K.S.A.
Al Binall	K.S.A.	Suedrohrbau Saudi Arabia Ltd.	K.S.A.
Al Iman Factories	K.S.A.	TechnicalBidding Co	K.S.A.
AlMahh'n Trading & Contracting	K.S.A.	United Arab Can Manufactureing Co	K.S.A.
AlMuclaq United Co	K.S.A.	Zamil Industrial Coatings	Kuwait
Al-Touki	K.S.A.	Abduhman Al Fares Sons Co.	Kuwait
Al-Zahid Group	K.S.A.	Ahlia ChemicalCompany	Kuwait
Al-Alamiah	K.S.A.	Al Bannai Consultants	Kuwait
Al-Bawardi Industries Group	K.S.A.	Al Moudayan General Trading & Contracting Company	Kuwait
Al-Falak	K.S.A.	Al Sadon Engineering Consultant	Kuwait
Al-Hajri Group	K.S.A.	Almailem Group of Company	Kuwait
Al-Hugayet Trading & Contracting	K.S.A.	Arair Information & Management Services	Kuwait
Al-Iman Factory	K.S.A.	Atlas Pools Company	Kuwait
Al-Kathalan For Trading & Contracting	K.S.A.	EAC	Kuwait
Al-Suwadi Group	K.S.A.	Jassim Y Homazi Trading Establishment	Kuwait
Alupco	K.S.A.	Kupco	Kuwait
Arabian Businee Forms Ltd.	K.S.A.	Kuwait Drum Manufactureing Co.	Kuwait
Abco Group of Companies	K.S.A.	Kuwait Foundry Company	Kuwait
Bitumin	K.S.A.	Kuwait United Poultry Company	Kuwait
		Mohamed Naser Al Sayer & Sons Est co Wll	Kuwait



Company Name	Country	Company Name	Country
Dermabit water proofing	K.S.A.	Parson Engineering Limited	Kuwait
Global suhaini	K.S.A.	Public warehousing Company K.S.C.	Kuwait
Gulf chemicals industries Resins co.	K.A.S.	Puri International	Kuwait
Hajjan drilling	K.S.A.	Shuaiba Paper Products Company	Kuwait
Heet Establishment	K.A.s.	Sultan Asad Mohd.Co	Kuwait
Inma wood works industries	K.S.A.	The Chain Link Industries	Kuwait
Isoosa industries Maintenance Ltd	K.S.A.	Company WLL	
Key Communication development Ltd	K.S.A.	United Elevators & Escalators	Kuwait
Lime & Sandline	K.A.S.	United Fisheries Company	Kuwait
M.A. Alkuwari Trading & Company		Warba National Contracting Co	Kuwait
Nasarco	K.S.A.	Majan International	Oman
National Contracting Co.	K.S.A.	Al Jaw Areeh L.L.C.	U.A.E.
Obeikhan Industrial Group	K.S.A.	AlNuaimi	U.A.E.
Ojaimai cont. Est Group	K.S.A.	Alsalam Modern Printing Press	U.A.E.
Olyan Group (P&G)	K.S.A.	Al Wasi General Trading	U.A.E.
Pritchard Al Hussian Ltd	K.S.A.	Alan R.Conroy Parters	U.A.E.
PTS	K.S.A.	Emarat	U.A.E.
Saleh Al askar Trading & Contracting	K.S.A.	Khaifan Trading & Service	U.A.E.
Saudi Ceramics	K.S.A.	NIYCO	U.A.E.
Saudi Crane	K.S.A.	SIS	U.A.E.

SPECIALIST SUPPORT SERVICES

MENA entry into Specialist Support Services-Contract Hire was made in the year 2012 for one of its principals, Tecnimont SpA-Italy, to take care of the maintenance activities at Polypropylene and Polyethylene plants at Warri and Port Harcourt in Nigeria.

With the encouraging results at Nigeria, **MENA** ventured into full-fledged training skills, and retaining experienced professionals for all activities entailed in projects execution, viz. Construction to Commissioning, Testing to maintenance, especially for Petrochemical, oil, Gas, Refinery, Power, Smelter projects / plants.

MENA SPECIALIST SUPPORT SERVICE team, part of the **MENA** GROUP, undertakes Insulation /Painting /Rotating / Static Equipment Construction / Erection, Piping Construction and Maintenance activities.

MENA team of Electrical-Electronic Engineers and Instrumentation Technicians have vast experience and expertise in having worked on PLC/DCS of different makes of international repute. We boast ourselves to have qualified and experienced Electronic Technicians who have vast experience in the operation and maintenance of SPEED TRONIC (MARK IV,V, and VI series) Gas Turbine Control System. Thanks to **MENA** network offices, spread across Arabian Gulf Countries, SARC regional countries, Philippines and tie-ups in Europe and Far East, which immensely help meet clients' needs at short notice.

MENA YOUR NEW WORK FORCE

While **MENA** is around, you can do away with hiring full-time staff, for **MENA** offers extensively experienced multinational professionals, technical skills and crafts from the Indian

Subcontinent, G.C.C., Africa, Philippines, and CIS.

MENA attracts, develops and retains employee network, thru' attractive compensation of benefits.

OUR FORTE

SPECIALISTS' SUPPORT SERVICES FOR CONSTRUCTION, PRE-COMMISSIONING, COMMISSIONING, TESTING, MAINTENANCE ACTIVITIES

- **MENA** employees are the means to successful and timely completion of your project as per schedule- Specialists available at short notice.
- Collective skills, and experience of every staff at **MENA** coupled with our positive approach and dedication to customer needs makes a difference in the services **MENA** provides to all its clients all over the globe.
- Multinational work-force with vast experience.
- Dedicated team is working round the clock, ensuring swift and smooth deployment of professionals anywhere in the world.
- Experienced Recruiters available at all offices of **MENA** help identify and propose to clients.

LEVERAGE ON MENA'S HUGE POOL OF TECHNICAL RESOURCES

- **MENA**' proven network of field Engineers, mechanical Technicians, Electrical Technicians, PLC/DCS Instrument Technicians, Field/ Board Operators, Mark IV/V/VI series Speed tronic Turbine Control System-Engineers, QA/QC Mechanical Inspectors / Supervisors / Engineers, PDS/PDMS Engineers, and a host of others.
- With the availability of **MENA** variable workforce, you can reduce your full time staff requirements and eliminate associated operating costs.
- **MENA** variable workforce shall take care of your increased demands during peak periods, and you can eliminate repetitive expenses of paying people on the bench.

BENIFITS TO CLIENTS

MENA has multitude of proven field engineers, technical skills and craft that have vast experience in different industries and countries....thus clients can avoid hiring full-time staff and eliminate the expenses.

With **MENA** variable workforce available at all times, clients gain the advantage of having the right amount of specialized professionals on the job at the right time.

MENA variable workforce largely helps clients reduce full-time staff requirements and associated operating costs.

SCOPE OF SERVICES OF MENA

To provide qualified and experienced staff as per requisition of principals-selection of staff per perspective of principals solely lies with them.

To organize interview, if and when required. Expenses incurred on account of interview viz. advertisement, if any, shall be charged extra at actuals.

All documentation formalities viz. certificates attestation, documentation work at Consulate /Embassy of the host country in India, police clearance certificate, if and where applicable, visa stamping, and pre-deployment medical per need of the host country. All expenses related to these services shall be extra at actual on reimbursable basis only.

Overseas Medical policy for all staff thru' out contract period.

Payroll management and disbursement.

PPE if and when required and as necessary provided by MENA at extra cost.

Local logistic support (within India) viz. ticketing, hotel reservation, airport assistance etc.

All expenses are on reimbursable basis only.

SCOPE OF SERVICES OF PRINCIPALS OF MENA

To select staff from the resumes submitted by **MENA** conduct interview if and when necessary, either over phone/video conferencing or in person as per need.

To provide visa/work permit to the host country + air passage from home country to the locations-on mobilization / demobilization and rotation leave cycles.

To provide, free of cost, fully furnished accommodation, local transport, free meals, PPE, social security and local insurance.

per Diem allowance as applicable at the location, over and above the calendar day rate agreed to between **MENA** and the Principals.

To provide MENA staff with necessary working tools, tackles, drawing, work stations/laptop, software packages as applicable, Internet facilities. Medical assistance /First aid.

To provide monthly time sheet, duly signed by authorized representative of principals on or before the 3rd of every month by mail /fax to MENA for invoicing purpose.

INDUSTRIES / SEGMENTS WE CATER TO

- Refinery
- Oil & Gas
- Power
- Steel
- Marine
- Petrochemical
- Heavy Engineering Construction
- Design Engineering / Planning

ENGINEERS & TECHNICIANS

- Planning Engineering
- Cost Control Engineer
- Field Engineer
- Interface Coordinator
- Mechanical Engineer - Construction
- Mechanical Engineer- Commissioning / Maintenance
- Electrical Engineer-Design
- QA/QC Engineer-Mechanical /Welding/Painting
- NDT Engineer-Level II & III
- Instrumentation & Control Engineer
- Welding Engineer
- Materials Engineer
- HSC Engineer-NEBOSH

CRAFT & LABOR

- Millwrights
- Pipe Fitters
- Technicians
- Boiler Makers
- Equipment Operators
- Certified ASME Welders
- Rotating Equipment Mechanics
- Electricians
- Instrument Technicians
- Iron Workers

PROJECTS EXECUTED BY MENA WORKFORCE

- POLYPROPYLENE, POLETHYLENE PLANTS-Wary , Portharcourt-Nigeria-Field Operation and Annual Maintenance- Technimont SpA-Italy
- PRLYPROPYLENE PLAT -UFA-RUSSIA-Field Operation; Technimont SpA-Italy
- DHDS PLANT : INDIAN OIL CORPORATION-HALDIA-WEST BENGAL-Precommissioning-Commissioning and Testing- MECHANICAL, electrical and Instrumentation,
- OMAR POWER PLANT-SYRIA-Testing and Commissioning
- POLYPROPYLENE PLANT-TRINFUO-BRAZIL-Commissioning
- PTA/PE PLANTS-AL JUBAIL-Ksa-Testing and Commissioning
- GAS FIELD : OFFSHORE-NIGERIA-Mechanical Maintenance
- AGIP GAS PLANT-OBOW, KWALE AND PORT HARCOURT-Plant Operation and Maintenance
QATAR GAS PLANT-Mechanical Construction (Static)
- MOHAMEDIA REFINERY-MOROCCO-Mechanical Equipment Maintenance (Rotating)
- GasPlant-Nigeria (Kwale and OBOW) - MARKV Control Supervisor, Instrument Supervisor, Instrument Supervisors
-PLC/DCS-Operation
- GENERAL DYNAMICS-COMBAT SUPPORT SERVICE-KSA-Camp Maintenance
- **PO/MEG PLANTS**-Rabigh-Ksa-Mohammad Al Mojil Group Co-Ksa
- PETROFAC ENGINEERING & CONSTRUCTION }
- PETROFAC INTERNATIONAL LIMITED }

Design, Engineering, Construction,
Operations & Maintenance (EOM)
and Integrated Engery Services (IES)

INGECONSULT INGENIERIA, S.A & PMCCCK- Infrastructure, Industrial, Wastewater Treatment, Solar Power, and Petroleum construction.

RAYTHEON COMPANY : Defense and Aerospace Systems

RIZZANI-OHL-BOODAI-TREVI-IV- Construction : Infrastructure Project

SAIPEM-EPC CONTRACTORS-OIL/GAS/REFINERY/POWER/PETROCHEMICAL

MARINE INDUSTRY MANNING AND CREW MANAGEMENT

MENA is a Registered Manning Agency, under Director General Shipping of India. **MENA** has been in manning services since the year 2012 and is an ISO 9001-2008 accredited agency.

Since inception, **MENA** has been able to offer employment opportunities for over 1750 masters/Officers/crew to reputed owners/managers all over the world, especially in Arabian Gulf Regional countries, Africa, and Europe.

MENA offers efficient services to all shipping companies having a fleet of Off shore Supply vessels, Bulk Carriers, General Cargo Ships, Refueers / Containers/Ro-Ro Vessel, OBO Ships, Oil/FPSOs/Chemical/Product Tankers, LPG/LNG/Gas Carriers, Passenger Ships/Ferries/Cruise Liners, Accommodation Barges, Work-cum-Accommodation barges et al.

OUR TEAM

The Founder-Promoter of **MENA** Dr. Dev Mohanty is an Electrical Engineer-Marine by profession, and the burning desire and passion in him to serve the shipping industry propels the growth of **MENA** business.

A qualified team of marine professionals with varied experience on board vessels and ashore, buttress the on-going developmental activities; and the ever-changing needs of shipping industry.

A well experienced and reputed Master Mariner is in charge of our ship crewing and management related operations. he is ably assisted and supported by a team of qualified administrative personnel who have over 15 years experience in Crew Management and Manning Operations.

We have a tie up with approved Medical Centers for most of the reputed shipping companies, Air India, and Life Insurance corpn. of India Ltd. We undertake basic health education, vaccination, immunization, shipboard medical precautions, pre-joining medicals, TMT (stress test), spirometry (pulmonary function tests), and clinical examinations all under one roof. Our medical team extends the medical assistance to seafarer's families while they are out at sea.

Our Front Desk Executive is very efficient in coordinating, corresponding, and attending to calls to and from the principals, associates, clients and candidates.

Over 50 satisfied clients all across the globe, and still growing....thanks to dedicated services of **MENA**

OUR SERVICES CREWING

The daunting task of recruiting-screening, interviewing, selecting, medical and hiring is taken care by **MENA**, thus saving the precious time of our clients and allowing them to attend to other areas of management that contributes to the company's financial success.

RECRUITMENT, SCREENING AND SELECTION

MENA always takes extraordinary precaution to employ only the seafarers with pertinent experience to match the requirement of our Principals. This system is beneficial to our Principals, as the crew is familiar with the vessel's routines and procedures. We take extreme care of seafarer's certification and experience with cross reference from previous employers, government departments and certification authorities, before his name is enlisted with us and his resume is uploaded into our Databank.

PRE-EMPLOYMENT MEDICAL EXAMINATIONS

All the seafarers under go the medical examination at one of the Director General of Shipping approved medical centers, in accordance with M. S. rules of ILO/panama/Liberian/Vanuatu/ Malaysian flag guidelines **MENA** ensures due medical clearances before the seafarer joins the vessel. Thorough examination includes chest X-ray, blood count/group, urine analysis, stool examination, dental check-up, psychometric examination, vision test, and also special tests (if required) Like HIV, hepatitis (B& C), Gamma G.T, Drug and alcohol, E.C.G and Stress test. Special vaccinations are given for the vessels trading in the specific areas. **MENA** always adheres to the regulations and established Practice.

DOCUMENTS, TRAINING AND CERTIFICATION

- **MENA** follows the procedures laid down by the shipping industry.
- Minimum validity of the seafarer's certificates and documents as per the contract term.
- Training and certification confirming to IMO, ILO and STCW'95 convention and ISM code.
- Seafarer must have appropriate training and certification for the position he is employed on board the vessel.
- Seafarers are briefed on the company's policies and vessels specific procedures.

CREW TRAVEL

One of the group companies of **MENA** is an IATA agent viz. **MENA TOUR & TRAVEL ASSOCIATE**, who has expertise and experience in economic routing of crew to and from the ships. Pre-paid Ticket Advice (PTA) may also be issued at principal's option.

ALLOTMENTS

Principals may remit the amount as per the seafarer's instruction for disbursement of allotments to designated beneficiaries through our appointed banks. Receipts are sent to the principals confirming the payments and distribution.

PERFORMANCE MONITORING

MENA regularly monitors performance of the crew through the reports from the master of the vessel, and de-briefing sessions of fellow crew members from the same vessel. This enables us in assessing the seafarer's report on competence and behavior before considering his re-employment. Reports are compiled and remarks are updated on the resume of crew.

OUR EXPERTISE

MENA has well maintained data bank of enthusiastic and energetic candidates with certificates, conforming to STCW'95 convention, ISM code and standards, to pursue career in shipping industry.

We have multinational crew+ officers, English speaking and with good background.

CREW MANAGEMENT

Our forte is full and partial crew management wherein we provide ship owners of deep sea and coastal vessels with a long term personal resource of qualified Officers and Ratings at a fixed monthly cost. This can be either for the full management with **MENA** or for ship owners who require only crew management.

Our crew management provides a complete service including crew planning training, crew processing, database management, crew accounting, payroll and allotments, crew travel, next of kin liaison-in fact a complete one stop quality crew manning solution.

The Officers/crew/Ranks selected, recruited and manned by our company are equipped with necessary valid and authentic documents such as Certificate of competency, Master Mariner, M.O.T., Safety Certificates, STCW 95, CDC etc., according to IMO regulations. Moreover, all our seafarers are well experienced and fully conversant with IMO regulations.

MENA is experienced with employing crew from the following countries:

India, China, Croatia, Philippines, Indonesia, Canada, Poland, UK, New Zealand, Myanmar, The Netherlands, Latvia and Ukraine.

Indian crew has made their strong presence in International shipping Industry, this a total or combination of partial Indian crew with other nationalities

We have candidates for the following categories

Deck

Master
Chief Officer
2nd/3rd Officer
Deck Cadet
Boson
Pump Man
AB
OS

Engine

Chief Engineer
2nd Engineer
3rd/4th/5th/Jr. Engineer
Electrical Engineer/Officer
Engine Cadre
Marine Fitter
Motor Man
Oiler/Wiper

Galley/Saloon

Chief Cook
2nd Cook
Ch. Steward
Steward
Barman/Bartender
Mess/Room Boys

Offshore Construction

Certified Class Welders
Crane Operators
Scaffolders
Riggers
Fabricators

MARINE INDUSTRY

SHIP REPAIRING

With over 25 years of experience in the Marine Industry, MENA Ship Repairing Division undertakes and executes repair/regit works on board Tankers, Chemical Tankers, LPG Carriers, Seismic Vessels, Bulk Carriers, AHTS, Offshore Work-cum-Supply Vessels, Accommodation Barges, Floating Cranes, Container Vessels, and Cruise Liners.

With an excellent trade record of repairing more than 130 vessels at Port, Dry Dock and On Voyage, we have established a reputation in the marine industry for our commitment to excellence, encompassing quality standards, timely delivery, reliability, and cost efficient project management.

Our experience means we have the expertise to undertake specialist repair / refit work, new building work, maintenance by refined methods & latest engineering techniques and class specifications for the entire range of :

- Steel- Hull Repair
- Mechanical - Piping - Renewal and new construction
- Electrical
- Instrumentation & Control - Navigational equipment
- Corrosion Management - Blasting & Painting : Grit & Ultra High Pressure Hydro Blasting
- Tank Cleaning - Slop removal and disposal
- Underwater - Works and repairs
- NDT Services
- A/C & Ventilation
- Dry Docking
- Offshore Construction
- Hydraulic Piping
- Crane Repair

OUR SERVICES

The expertise and skills of our technical crew and riding squads, coupled with our well equipped facilities, enhance the quality of services offered to our clients in the repairing of Main Engine, Auxiliaries, Generators, Navigational System and Steel Works, among others.

MECHANICAL SERVICES

- Main Engines and Auxiliaries-Turbo, Cooling systems etc.
- Engine Overhauls and Decarbonisation
- Generators + Boilers
- Hydraulic Cylinders + Motors + Pumps
- Centrifugal Pumps + Gauge Calibrations
- Heat Exchanger - cleaning and re-tubing
- Injection works
- Crankshaft renewals
- Machining works & Spares procurement per needs
- Inspection, maintenance and repair of Davits and Winches as recommended by the manufacturers
- System Alignment
- Underwater - = Sea Chest & Valves
- Cranes
- Maintenance / New Installation of hydraulic system

INSTRUMENTATION & CONTROL - NAVIGATIONAL SYSTEM

- Automation
- Testing and commissioning
- Gyrocompass / Radar

ELECTRICAL WORKS

- Installation + Cabling + Commissioning - Generators, Motor control panels, engine room
- Machineries, fire alarm systems
- AC / DC Motor re-winding / overhauling
- Calibration - electrical meters + pressure gauges + flow meters etc.

PIPE WORKS

- Pipe - network - construction, repair and installation : CS, SS, CU and alloy steel (Cu-Ni)
- Boiler Re-tubing and Repair
- Heat Exchanger - fabrication and installation
- Hydraulic systems - Fabrication & Installation of Central / Bow Thruster Systems
- Tank Heating Coils - procurement / fabrication and installation
- Underwater - Sea Chest & Valves
- Fire Lines / Sprinkling System - Fabrication & Installation
- Insulation
- Sewage Treatment Plant - Maintenance / Installation
- PPR Piping

STEEL WORKS

- Hatch covers
- Plate renewals for Hull Repairs
- Stainless steel repair and renewal - tanks / hull / bulk heads etc.
- Underwater- Fabrication / Repair and renewal of underwater Hull including draft markings and gratings.

CORROSION MANAGEMENT

- Blasting / Painting : Grit / Copper Slag
- Garnet Blasting and Painting
- Hydro Blasting - High-pressure 40000psi
- Zinc Anodes - Renewal

TANK CLEANING

- Sludge (slop) removal and disposal - alongside as well as offshore
- Degreasing & Steaming of Bulkheads

NDT

- Testing - Ultrasonic + Radiography + Visual + eddy Current + Magnetic Particle etc.

AC & VENTILATION

- Design + Installation + Commissioning
- Repair & Renewal
- Insulation

OTHERS

- Offshore Construction - Fabrication / Repairs of barges & offshore platforms
- Destructive & Non destructive Tests of load bearing structures
- Anchor & Chain Cable - Survey, test & repairs
- Dry-Docking - Arrangements as per drawings of vessel .
- Class Approval - Documentation and arrangements.

SAFETY STANDARDS

MENA-SHIP REPAIRING DIVISION is committed to compliance with the Hygiene, Safety and Environment regulations as per the International Marine / Industrial Standards to the highest degree.

OUR PRESENCE

MENA - SHIP REPAIRING DIVISION has offices and well equipped workshops with machining facilities and open yard for heavy engineering fabrication at the following locations.

INDIA

Registered and approved contractors of Indian Navy, Coast Guard, Garden Reach Shipbuilders Kolkata, Shipping Corporation of India, and a host of private owners and Ship Managers.

Mumbai • Cochin • Goa • Karwar • Vishkapatnam • Bhubneswar-Paradip Port

ME REGION

United Arab Emirates - Dubai • Sharjah

KSA - Dammam • Riyadh

Qatar - Doha

TEAM MENA - SHIP REPAIRING DIVISION

Marine Engineers • Master Mariners • Mechanical Engineers • Electrical and Instrumentation Engineers

• Naval Architects • HSE Engineers • Logistic & Procurement Engineers

Supported by a skilled team of trained and experienced technicians ...ready and willing to undertake any type of mechanical repair Steel repair, piping work and other repair work at the local ship yards, ports, at our facilities, and on board vessel as riding squad.

Specially trained and skilled technicians to work on FPSOs:

Mechanical Maintenance team, with specialization in handling Generators, Marine Engines of major makers such as MAN, DAIHATSU, and DEUTZ among others. This team also specializes in maintenance of, Oil & Water Separator, Vertical Plate Coolers, Heat Exchangers.

- Mechanical Fitters and Turners
- Welders and Plates
- Fabricators and Pipe Fitters
- Marine Electricians
- Instrument Technician

PROJECTS EXECUTED :

MIDDLE EASTERN COUNTRIES

- DUBAI DRY DOCKS - DUBAI : Approved contractors - Mechanical Works, Steel Works, Hydraulic Piping Works, Blasting / Painting, Tank Cleaning, New Building and Conversions.
- ARAB HEAVY INDUSTRIES - AJMAN - Approved contractors -Steel Works, Mechanical Works, Piping Works, Blasting / Painting, Tank Cleaning, New Building and Conversions.
- KERZNER ISTITHMAR LTD - DUBAI - Conversion of Cruise liner, MV Crown in to a Labour Camp Accommodation for ou1400 personnel for PLAM JUMERIAH Project Which Entailed Removal Of Plants/equiments/instruments, Installing Generators/Motors, Electrical installation / fittings, total air-conditioning system, plumbing works. Manning and maintenance of the vessel for about 24 months (executed during year 2004-2006)
- CLARK SONS - DUBAI : Blasting And Painting Of New Oil Platforms For Maritime Industrial Services. Steel renewal and modification on board various class of vessels. Piping network and conversion of oil tanks - MV Kota Harum + MT Asphalt Express + MT Asphalt Merchant + MT Arabian Sun + Barge Ocean 33.
- EMARAT MARITIME - DUBAI - Repair and maintenance of machineries / equipments and deck fittings for their vessels and luxury yachts. Ship chandling also.

- **HENDERSONS INTERNATIONAL - DUBAI** : Procurement, Fabrication And Installation Of Total Piping Network of luxury Yachts which includes Ss316 L and PPR Standards for domestic, machineries and advance systems, Installation of underwater fittings, Fabrication of Bow Thruster tunnel and Installation of Bow thruster. Installation of Central Hydraulic system, Fabrication and Installation of main mast and other deck fittings of SS316L.
- **HORIZON GEO TECHNICAL COMPANY - SHARJAH** : Modification and maintenance of survey craft and vessels. Arrangements for heavy lifting of equipments - SV Gulf Horizon + MV Horizon Survey + SC Terra Turf + SV Adams Nomad.
- **MOHAMMED AL MOJIL GROUP - AJAMN** : Refurbishment and major modifications of 18 supply vessels - AL MOJIL 29 TO AL MOJIL 47 and 2 Aluminum Crew AL MOJIL 48 & AL MOJIL 48. Installation of moveable cranes on board vessels.
- **Nakheel - dubai** : For MV Poseidon : Re-furbishment : Removal of all Auxillary machineries. Removal and modification of mess decks and lounges, Water proofing of main deck - LC Thuraya.
- **UASC - DUBAI** : Oil Tank clearing - MV Jabel Ali + MV Adriyah + Mv Hammurabi + MV Mirquab + MV AI Wattyah + MV Farhidi + MV Forwairet + MV ibn Bassam + MV AI Wajba + MV Ibn AI Moataz.
- **White Sea shipping - Sharjah** : Modification and refurbishment of vessel with maintenance contract - FCB Reem + AHTS Duniazad + AHTS Sins + AHTS Ameer.
- **LEGHTON INTERNATIONAL - DUBAI** : Installation of new Electrical panes for Accommodation and Crane Barges. Corrosion Management of Accommodation Barge - Leighton Minx.
- **STEVIN ROCK LLC - RAK** : Cirrosion and Protective Management of crew boat - F.24.
- **TILE MARINE - DUBAI** : Renewal of Steel Works on board + Renewal of hydrauluc system of cranes + Mechanical works related to Capstan / Gypsy / Winches - MV Narohna + SL innovator + MV At;amtoc Dream + MV Rickmers Marine.
- **AL JAZEERA MARINE - SHARJAH** : Modification and fitment of Engine Room machineries and pumps -MV Sea Maintainer.
- **WARTSILA - DUBAI** : Piping network - MV Gulf Riyadh + MV Iran Shalamchem.
- **EMIRATES SHIPPING - SHARJAH** : Steel Works, Mechanical Works and Piping Works for Oil Tankers - MT Taiba + MT Peace Star + Mt Windstar.
- **SEVEN SEAS - DUBAI** : Removal of Main Generators and Engines B Lock - MV Enad, MV Esteemed Carrier.

- GULF AGENCY COMPANY - SHARJAH : Fabrication of Foundation + Fitment of Electrical Motors in Hydraulic room.
- QGM - SHARJAH : Mechanical jobs for Deck machines of Jack up Rigs.
- SILVER STAR SHIPPING - SHARJAH - Piping network and conversion of tanks - MT Victoria.
- ZAMIL - KSA : All types of Marine Engines, Generators, Central A/Cs, Cranes, Hydraulics, All Auxiliaries, Shafting, Propellers, Hull Preparations (Sand Blasting & Airless Spray Painting), Fabrication & Installation (Structural + Piping), Pumps, Valves, Electrical Systems, Controls & all other associated marine equipments fitted or used for the Vessels/Ships.
- ASRY-ARAB SHIP REPAIRING YARD - BAHRAIN : Renewal of steelwork and mechanical works related to engine room. Supply of short term professional.

INDIA

UASC - UNITED ARAB SHIPPING COMPANY - KUWAIT : FLEET MV, KHALIKAN, IBN BATUTAH, AL WATTIAH ET AL - Routine repair, weather damage, survey recommendations.

AWAL MARINE - BAHRAIN - Repair / rewinding of motors on board MT TUG CHALLENGER, and MT BEMONI.

ELECTRICAL JOBS :

Electrical Cabling And Carpentry renewal works for Link-II up gradation system for 25 Indian vessels under rate contract with Naval Dockyard, Mumbai WEAPONS department. Vessels : INS GANGA + GOMTI + GODAVARI + ABHAY + AGRAY + AJAY + BETWA + DEDI + MATANGA 9 TARAGIR + SINDHUSHAstra + SINDHUVIJAY + VIPUL + VEER etc.

Weapons & power system cabling renewal works since Sept 08 for Indian Navy vessels under rate contract with EPS department, Naval Dockyard, Mumbai. Vessels : INS MATANGA + VIRAAAT + MYSORE + GOMTI + TABAR + PRALYA + SUVARNA + NIRDESHAK etc.

Electrical repair works on board INS SHARDUL at Cochin for and on behalf of M/S. Garden Reach Ship Building & Engineers Ltd. Mumbai.

Electrical repair works on board INS SHARDUL at Karwar for and on behalf of M/S. Garden Reach Ship Building & Engineers Ltd. Mumbai.

Motor repair and other electrical repair works on board Ins Shardul At Mumbai For and on Behalf of M/S. Garden Reach Ship Building & Engineers Ltd. Mumbai.

MECHANICAL JOBS :

Aluminum Grating and Railing renewal work for Indian Navy vessel INS GOMTI at Naval Dockyard, Mumbai BEF department.
Oil tanks suction valves repair works on board INS SHARDUL at Karwar for and on behalf of M/S. Garden Reach Ship Building & Engineers Ltd. Mumbai.
Davit winch repair, Piping and Valve repair works on board INS SHARDUL at Mumbai and Karwar for and on behalf of M/S. Garden Reach Ship Building & Engineers Ltd. Mumbai.

BLASTING & PAINTING JOBS :

Ultra High pressure Hydro blasting to Wj2 standard, and pressure range 36000-40000 psi, power tooling to St3 standard and painting works of ship side, super structure, mast area and internal compartments for Indian Navy Vessels INS VIRAAT at Cochin and one year tata contract with Naval Dockyard, Mumbai FMU department for initial job order for vessel INS Mysore at Mumbai.

Ultra High pressure Hydro blasting of anchor & chain cables to Wj2 standard & pressure range 36000-40000 psi for Indian Navy Vessels.

RIDING SQUAD

Ship Maintenance, being a life-support service to vessels calling on ports as well as those on high-seas, **MENA** formed a core team of highly qualified and experienced skills of class tested Welders, Marine Mechanics, Electricians, Navigational Equipment Technicians, and assistants with valid STCW 95 certificates, Seaman book (CDC), Health certificate and other documents, as Riding Squad / Flying Squad / Voyage Repair team for carrying out repairs on board vessel during voyage.

While all our staff and field personnel undergo regular health check-up as per industry norms, there are special periodical medical checkups, refresher training and tests are conducted for all our Riding squad teams. This ensures availability of experienced crew on 24 X 7 basis, thus ship owners / managers / fleet operators can always rely on **MENA** to meet their needs of skills at any given time.

Clients - Riding Squad - Voyage Repair

KSA

• Zamil • Star Navigation • Dena Marine • Bakri Navigation • Al Mojil Group

KUWAIT

UASC

BAHRAIN

Asry