



**FIVELAND**  
**MULTI SERVICES PVT.LTD**  
**MANPOWER CONSULTANCY**

( Reg.No: U74994DL2018PTC338881)  
[www.fivelandconsultancy.com](http://www.fivelandconsultancy.com)

# COMPANY PROFILE

## 2023



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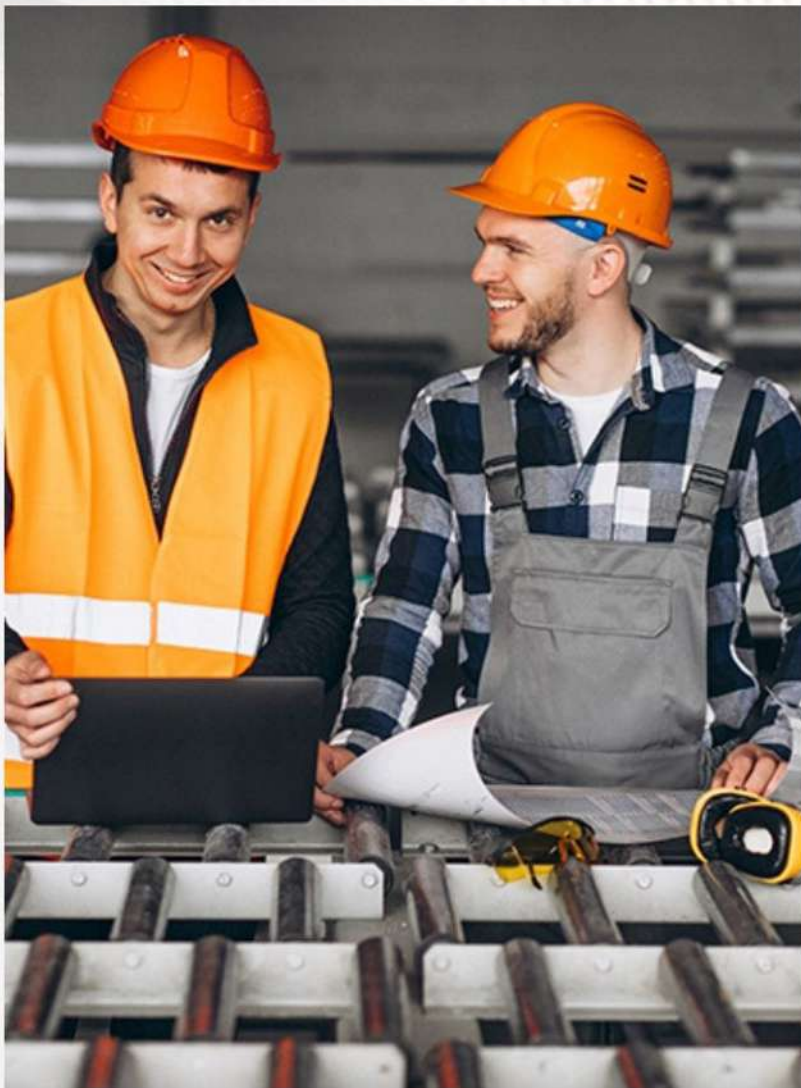


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*EXCELLENT WAY TO REACH YOUR DREAMS*  
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# FIVELAND MULTI SERVICES PVT.LTD MANPOWER CONSULTANCY



## ABOUT US

Fiveland Multi Services Pvt.Ltd Manpower Consultancy is to Leading Recruitment & Consultancy is one of the fast growing Manpower Recruitment Consultant based in India which offers sophisticated placement services for our clients in global base, especially in GCC in the core sectors namely, Oil and Gas, Finance, IT Engineering, Infrastructure, Construction, Civil, Administration FMCG, Marine Industry, Logistics, Medical& Hospitality Etc.

## WELCOME TO FIVELAND MULTI SERVICES PVT.LTD

We have strong Management & Team Mr.Kurien Alexander he is the Director and Mrs.Sini Kurien is the Executive Director of Fiveland Multi Service Pvt, Ltd and also they are Founder and Creator of company.Mr Kurien Alexander, he is Clear, Clean, strong and sincere of 6year's experience in this field. Before 6 years one day he praying to GOD in his room for others He gave a plan in his mind. And he starts to arise this Idea as Pray, guidance of GOD sudden they take an action to start the Organization. So still now company is running good path in very fast.

We assist the organization to recruit the best highly skilled, semi-skilled & amp: unskilled personnel from India for your unique openings at all levels. We understand the industry and the needs in a reasonably optimal way. Five Land Group Recruitment & Consultancy core strength is our well trained & experienced staffs who work under dynamic leadership of HR professionals who are having experience and specialized in Multi-Level Recruitment. Our system of selection is guaranteed, we undertake responsibility of selecting right candidates for right position by strictly following the instructions of our principle.

+91 469 2900899,+91 9846071158

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## HAVE A GOOD

## VISION AND MISSION

Our Aim is to become the most preferred recruitment services provider in International level

To Create value at all levels of clients interaction through professional services

Our vision is to partner with our clients IN creating and delivering the highest quality and the most innovative workforce solutions and services that enable them to keep abreast with changing business needs.

We envision being recognized as the best in providing manpower solutions.

## OUR SERVICES

- MEDICAL AND HEALTH STAFF
- HOSPITALITY
- IT & TELECOMMUNICATIONS
- MANUFACTURING
- CONSTRUCTION,OPERATIONS & MAINTENANCE
- OIL&GAS
- ENGINEERING PROCUREMENT ISSTALLATION
- ENGINEERING,PROJECT MANAGEMENT AND CONSTRUCTION (EPC)
- PETROCHEMICALS
- HEALTHCARE
- HOTEL & RESTURANT STAFF
- HOUSEHOLD SERVICES
- POWER & UTILITY
- COMMERCIAL & RETAIL
- FIRE & SAFETY OFFICERS
- SECURITY GUARDS
- PERSONAL DRIVERS



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**OUR CORE VALUES**

**SERVICE**

WE VALUE OUR CUSTOMERS AND BELIEVE IN PROVIDING EXCEPTIONAL SERVICE TO THEM. IT IS THE FOUNDATION OF ANY BUSINESS'S SUCCESS AND WE ARE PASSIONATELY COMMITTED TO IT.

**INTEGRITY**

WE BELIEVE IN A SIMPLE AND HONEST APPROACH TO EVERYTHING WE DO.

**PERFORMANCE**

WE INTEND TO EXCEL IN OUR PERFORMANCE AND DELIVER EXCEPTIONAL VALUE TO OUR STAKEHOLDERS.

**PEOPLE**

WE ARE COMMITTED TO HIRING, TRAINING, AND DEVELOPING PEOPLE TO THEIR BEST AND PROVIDING THEM WITH STIMULATING AND REWARDING JOBS AND CAREERS. THIS MAKES SURE THAT THEY CAN HELP US REACH BUSINESS GOALS AND ACHIEVE THEIR FULL POTENTIAL.

**INNOVATION**

WE LOOK FORWARD TO CONTINUOUS PROCESS DEVELOPMENTS IN ORDER TO IMPROVE THE VALUE WE DELIVER TO CUSTOMERS AND THE PERFORMANCE OF OUR BUSINESS.



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# OUR SERVICES

## MANPOWER SOLUTIONS

Outsourcing can be defined as the process in which a company hand over a selected business operation to an expert firm. Outsource your manpower to FIVELAND MULTI SERVICES PVT. LTD for an efficient output, Proper personnel management, and complete management of HR service sunder optimized care.

## PAYROLL OUTSOURCING

Payroll Processing is an essential and significant function of any organization. Payroll can be a demanding function; since it requires smooth execution of several complex tasks like salary calculations, tax compliance, provident fund, and many more activities. FIVELAND MULTI SERVICES PVT. LTD has been delivering payroll outsourcing services for almost 2 decades. We have the right experience and team to carry out the functionalities of payroll processing to perfection.

## STAFFING SOLUTIONS

FIVELAND MULTI SERVICES PVT.LTD is a leading staffing solution company in India. You can count on us to find suitable candidates for your organization. We provide quality manpower for a number of diverse industries; hence, you can fully rely on us for your staffing and recruitment needs!

Contractual Staffing  
Bulk Hiring Permanent Staffing  
RPO

General Staffing  
Managed Services  
Facility Management



## ACCOUNTS & FINANCE

Our accounts department keeps the entries organizational process working seamlessly, Countries to this tram, we have rarely come across any misunderstanding with our clients& candidates. Even our service vendors rarely face any issue when it comes to their payment, generating invoices, preparing Bank Guarantees etc

### PROCESSING TEAM (VISA, EMIGRATION AND DEPLOYMENT)

We at FIVELAND MULTI SERVICES PVT.LTD have to handled innumerable selected candidates profiles, our processing team is adept for processing these candidates for all the Gulf countries in timely manner.

We have a visa team consisting of highly experience staff, having technical knowledge of visa stamping for various gulf countries.

Since we deal with a huge number of emigrates every month, our emigration team is probably the most knowledgeable when it comes to processing, emigrations and deployment. We have experienced staff that has vast experience and have good technical knowledge in their respective field.

Just like our visa and emigration team, our departure team is also well versed with the international departure process for various countries. Due to this knowledge, we are able to guide all candidates very clearly about the culture, rules and regulations and various other aspects of our clients and the country they are operating.



## OUR SPECIALIZATION

Our ability to scout for the right talent from a pool of eligible candidates to match the specific requirements of our clients across the world is what sets us apart from our peers. At FIVELAND MULTI SERVICES PVT.LTD we also of achieving it in a timer –bound manner. Our tram is well trained in understanding our client’s requirement and fulfilling it with suitable candidates through a unique and rigorous short-listing process. Although we cater needs of more than 100 industries and we specialize mainly in the below sectors.

### We specialize in providing recruitment services to the following sectors:

- ✦ Construction, Operations & Maintenance
- ✦ Oil & Gas
- ✦ Petrochemicals
- ✦ Healthcare
- ✦ Engineering, Project Management and Construction (EPC)
- ✦ Engineering Procurement Installation
- ✦ IT & Telecommunications
- ✦ Manufacturing
- ✦ Commercial & Retail
- ✦ Hospitality
- ✦ Teaching & Education Administration
- ✦ Transportation & Logistics.

## OUR RECRUITMENT PROCESS

We place recruitment advertisements in newspapers, magazines, leaflets, digital banners, web portals, website and social media via use of SMS, texts, and bulk emails. For filling top-level positions, we provide specialized head hunting services. We regularly send our personnel to small towns and remote corners of India to distribute leaflets. This way the job seekers come to know about the interview schedule and later appear for the same.

Prospective candidates are called for a primary round of interview. Our team of recruitment consultants conducts tests to evaluate the trade/industry skills, language skills, psychology, attitude and overall personality of candidates.

Following these, we meet with the client again: present interview reports and discuss to determine who all among the interviewed shall be shortlisted.

- Generate CV’s of candidates meeting position requirements (this may require placing advertisements with prior approval from the client company or sourcing CV’s through the database we maintain)
- Pre-screening interview and short-listing CVs matching position requirements.
- Submit short-listed CVs to Client Company and do the follow-up
- Receive shortlist for interview from Client Company.
- Conduct background checks and verification of references and provide details to the client company, if requested.

- Arrange visa application and obtain visa.
- Carry out emigration formalities and formulate insurance policy.
- Support candidates in shipping their personal effects as required.
- Ensure travel documents are complete.
- Ticket booking for the candidates and their family members, if they are rewarded with family status.
- Give flight details of the candidates to the client 3-4 days prior to their departure date.
- Send the candidates for One Day Pre – Departure Orientation Training organized by Ministry of External Affairs (Government of India).
- Give Orientation to the candidate and explain in detail about the contractual terms and conditions, rules & Regulations, culture, working environment of the client’s organization and country they are traveling to make details video recording about the same for each candidate.
- Assist new recruits and dependents at the time of departure at the airport. Our all inclusive approach to the search provides us with an intimate knowledge of our clients and candidates needs, ensuring placements which are mutually beneficial in the long run.



## HIRE-CRAFT (Our ERP System)

The Company's support system is its **HIRE-CRAFT**- an **ERP** system is the backbone of our organization. It is marked by the latest updates in technology and security measures. The company employs an in-house modified system and highly sophisticated Windows Server. This helps in keeping a track of the voluminous data in an organized manner.

With Video Conferencing as one of the many facilities, the employees are able to communicate and interact directly with people based anywhere in the world.

If client organizations get themselves registered with the web portal, they can easily get intimation about the latest updates of the candidate's states via HIRE-CRAFT generated reports on a weekly basis as send when needed by the client.

### KEY FUNCTIONALITIES

- The company's executive possess fully computerized database, which is constantly augmented and upgraded for all categories.
- To make the entire process of recruitment easy and simultaneously maximize quality output, the company has installed **HIRE-CRAFT**. The system enables employees to carry out monotonous and routine tasks easily and faster.
- Starting from the beginning of the hiring phase till the end, the company stays involved throughout its different processes.

- Key features of **HIRE-CRAFT** are: Requirement Management, Resume Sourcing, Screening, and Vendor Management and Interview Management, Offer and Post Offer Management, and Payables to vendors and employee referrals.
- Another feature is provision available for blacklisting unwanted candidates who repeatedly fail to get selected yet still keep applying for various positions on the company's web portal. To ensure our clients do not waste time in making futile attempts at recruiting such candidates, we have built features in our ERP system that help them to identify such candidates in the beginning of the recruitment process.
- Reports are generated instantly showing the current status of the candidates. Similar reports can be generated, thus benefitting the clients and saving their time as well.

### OBJECTIVES

- **HIRE-CRAFT** facilitates smooth management of online documents by clients as well as candidates.
- Candidates can get themselves registered for free to get exclusive and uninterrupted services.
- Confidentiality of the data is maintained with the help of the company's ERP system.
- The candidates can thus be rest assured of no information leak at the hands of the company executive.

## OUR VIRTUAL REACH

FIVELAND MULTI SERVICES PVT.LTD was one of the HR Consultants to implementer system for overseas recruitment industry.

- It allows candidates to register their CV and choose their desired industry, location and profile in the shortest possible time. Candidates can access their online accounts update their resume to maximize their chances of getting noticed.
- On the other hand, our clients also get an easy access to a huge database of potential candidates that are systematically categorized as per their qualifications and experience making the short -listing process both faster and time-efficient.
- Upon receiving a new client request, we dip into this conduct preliminary interview through telephone, face-to-face or any other resources, and if convinced, pass on the candidate details to our clients for their perusal.



# INDUSTRIES WE SERVE

With such a vast experience and strong recruitment track record, our clients have thoroughly benefited from us. Furthermore, we have gained trust and become adept at hiring manpower for different sectors from across the world. Expanding over a period of time, we have built a promising and strong team of experts, who are proficient at industry-specific hiring. In this manner we have enabled our clientele to recruit trustworthy work force for them. Under the watchful eyes of our committed executives, development and innovation trends in various sectors affecting quality human resource requirements are monitored regularly.

## **Comprehensive list of industries we cater to:**

- Air Conditioning and Refrigeration
- Aviation-Airlines and Airport Maintenance
- Automobile Engineering
- Building Contracting- Maintenance and Materials
- Banking and Finance
- Catering Services
- Chemical and Petrochemical Maintenance
- Cleaning and Maintenance Services
- Constructions, Operations and Maintenance
- Clearing and Forwarding Services- Air and Sea
- Computer Hardware /Software and Maintenance
- Construction
- Chartered Engineers
- Civil Engineering Contracting and Maintenance
- Dairy Farm Workers
- Drilling Contracting Services
- Diesel Engineering Repair and Maintenance
- Engines and Turbines
- Engineering Procurement Installation Construction (EPC)
- Electric Power Generation
- Electronics Engineering
- Engineering and Project Management
- Educational Services
- Electrical Contracting and Maintenance
- Fast Moving Consumer Goods (FMCG)
- Fabrication (Structure and Pressure Vessels)
- Food and Beverage
- Food Processing
- Fire Fighting Services
- General Trading and Marketing Services
- Glass Manufacturing Services
- Healthcare
- Hospital and Clinics
- Human Resource Solutions
- Health and Beauty
- Hospitality
- Hotel Industry
- Interior Designing
- IT and Telecommunications
- Insulation Contracting
- Infrastructure and Industrial Construction
- Investment Banking, Merchant Banking and Corporate Finance
- Iron and Steel Industry
- Instrumentation
- Installation and Manufacturing Services
- Inspection Services
- Industrial Chemicals
- Laundry and Dry Cleaning Services
- Manufacturing Industry
- Metalworking Machinery Equipment
- Mine and Refinery
- Operation and Maintenance (High Rise Building)
- Oil and Gas
- Operation and Maintenance (Industrial)
- Packaging Material Manufacturers
- Petrochemicals and Processes
- Power and Utility
- Ports
- Paints and Emulsions
- Printing Firms
- Pesticides and Agrochemicals
- Refinery
- Rubbers Plastics and Polymers
- Solar
- Steel
- Service and Consulting
- Security Officers
- Textiles
- Travel and Tourism
- Trading
- Teaching and Educational Administration
- Warehousing
- Water Treatment and Desalination



*Excellent way to Reach Your Dreams*

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## INDUSTRIES WE SERVE

The range of industries that one serve is a matter of importance for any recruitment company. But at FIVELANDMULTI SERVICES PVT.LTD, it's our ability to constantly and successfully realign our selves with changing environment, which makes us proud.



Warehouse



FMCG Industry



Hotel & Restaurant Management



Civil Engineering



Manufacturing



Oil & Gas industry



IT & Telecommunications



Petrochemicals Industry



Healthcare



Transportation & Logistiics



Security Guard



welder & Fabricator



Power & Utility Technician



Store Keeper



Educator



Engineering Procurement  
Installation



EPC Workers



Senior Caretaker



Fabricator Workers



Electricians



Plumbers



Electronics Engineers



Black Smiths



Mason



Receptionist



HR Managers



Flight Attender

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# OUR RECRUITMENT PROCESS

The recruitment operation at FIVELAND MULTI SERVICES PVT.LTD is a one of a kind approach, based on flexibility, confidentiality, excellence and commitment. Our recruitment consultants are some of the most skilled search professionals in the business today. Each individual has expertise in key functional areas. Our team facilitates and manages the entire process from 'employee wanted' to 'you're hired.'

**The key stages of our recruitment process are:**

## BRIEFING

A thorough briefing is crucial. We spend time with client to build a detailed profile of the position. At this stage we organize a full recruitment schedule, conduct research and prepare a strategy to rope in potential candidates.

- Receipt of manpower requirements with job description from Client Company
- Establish the recruitment strategy with the client company.

## SEARCH AND ANALYSIS

We search and headhunt for the right professionals in our database/our web portal and various other prominent web portals that contain profiles ranging from top management, senior engineering, highly qualified professionals, high skilled, Semi-skilled and general workforce from various industries like oil & gas, petrochemical, construction, operation, maintenance services, hostel & hospitality, medical and others.



### INTERVIEW AND SELECTION PROCESS

Invite shortlisted candidates to attend interview clearly specifying the requirements to present all originals of documents and passport and stating the date, time and location of interview, and confirm attendance. Arrange hotel accommodation and airport pick-up/drop for client representatives. Arrange interview facilities/conference room for the interview.

Provide efficient support staff to conduct interview.

- ▣ Agree to interview date/time and location and other logistics associated with client's visit to conduct interview.
- ▣ Ensure all office facilities are available for client's use for the duration of interview program such as fax, telephone, computer, courier and e-mail, to name a few.
- ▣ Attend interview in the closing session with client's representatives to assess the interview results and obtain the shortlist of candidates to be recruited.
- ▣ Ensure all candidate's documents are completed and in place.

### POST SELECTION & DEPLOYMENT

Following are the processes the candidates need to undergo after their final selection.

- ▣ Receive employment offers for selected candidates from the client company.
- ▣ Extend offers to selected candidates and conduct post selection interview and explain the offer in detail and confirm acceptance as well. Inform the client company of the offer acceptance.
- ▣ Schedule pre-employment medical with authorized medical facility.
- ▣ Documents attestation, if required, is also done by our organization.

### An Established Recruitment Company

To provide jobs by being the eyes and ears into companies that was looking for qualified employees to get on the floor and work with them. And we did it magnificently and pleased the Clients we worked with. We learned to search and screen better and learned to find out more about the Clients we worked with and how to improve our service by simply asking: "How can I help you?" And getting down to the details of a search. We continued to ask questions, at the same time found our niche in providing the hires that our partners and Clients needed and built relationships within those providing the hires that our partners and Clients needed and built relationships within those industries and continued to connect the qualified people to jobs to the companies we served. And we built on our staff training, emphasized on the need to bring out the best talent and contribution in each individual we set off to work. Because competition everywhere in the world was tough and there was no way our business could survive and shine if we were all about mediocrity. By simply 'being clear, and being perfect' to the personnel deployed to different companies, giving exactly as expected and promised, providing information when it is needed, by delivering our commitments on time, we are a Recruitment Company that is preferred by the people. In the years we have been of service, we are of course about large databases of Candidates now crossing different sectors of the market: working with Contractual Hires to Executive levels, we are ready to work on new assignments because we are equipped with the technology to support the service that we give. But over and above that, what starts in every first hand shake, is a business relationship that we hope will benefit the company, the people we interview, qualify and deploy to our Clients. From then on, we work on a relationship of longevity that we will continue to serve, to be a part of the market with ever-changing needs. Now there are hundreds of employees that have found jobs and built their careers with us. And Clients that we have helped through the years continue to improve on their service and find them solutions so that their business grows.



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