

AMCO GROUP

Skill & Talent. Promising Futures for Your Business Success



AMCO GROUP

Skill & Talent. Promising Futures for Your Business Success



CEO'S MESSAGE



At AMCO Group, we believe that people are the true drivers of progress and long-term growth in today's competitive global economy. Our mission is to connect international employers with skilled, reliable, and job-ready professionals while creating meaningful, long-term, and sustainable career opportunities across diverse global markets.

With operational presence across the UAE, Saudi Arabia, Qatar, Bangladesh, Bahrain, India, Indonesia, Russia, Jordan, China, Egypt, Kenya, and Ghana, supported by an extensive recruitment network spanning more than 43 countries worldwide, AMCO Group delivers fully integrated, scalable, and responsive workforce solutions. Our services cover the complete manpower lifecycle — from candidate sourcing, screening, and professional training to documentation, deployment, and ongoing compliance management.

As we continue to expand across the GCC and global markets, AMCO Group remains focused on building strong long-term partnerships, strengthening regional and international workforce ecosystems, and developing a future-ready global talent base that supports sustainable growth for our clients, communities, and economies across the world.

AMCO GROUP

AMCO Group is a globally integrated workforce and human capital solutions organization dedicated to connecting skilled talent with international employment opportunities. Headquartered in the United Arab Emirates, the Group maintains a strong operational presence across the UAE, Saudi Arabia, and Bangladesh, supported by an extensive recruitment and sourcing network spanning more than 43 countries worldwide. Our global reach covers key markets including Qatar, Bahrain, India, Indonesia, China, Russia, Jordan, Egypt, Kenya, Ghana, and other strategic labor-supplying regions.

With a strong understanding of global labor dynamics and industry-specific workforce requirements, AMCO Group delivers end-to-end manpower solutions tailored to the evolving needs of international employers. Our expertise includes recruitment, skill development, manpower outsourcing, workforce mobilization, and large-scale deployment across high-demand sectors such as construction, oil & gas, facility management, manufacturing, logistics, hospitality, infrastructure, and technical services.

Operating through a structured portfolio of specialized entities—AMCO HR Consultancies, AMCO Skill Global, AMCO Skill Bangladesh, and AMCO Enterprise Ltd—the Group manages the complete manpower lifecycle with precision and accountability. From talent sourcing and screening to training, documentation, visa processing, and on-ground deployment, all processes are handled in-house under strict quality and compliance frameworks.

Compliance, ethical recruitment, and governance are central to AMCO Group's operations. We work closely with regulatory authorities, embassies, and accredited institutions to ensure full adherence to local labor laws and international employment standards, minimizing risk while safeguarding the rights and welfare of deployed personnel.

Driven by professionalism, transparency, and performance excellence, AMCO Group focuses on building long-term partnerships and delivering workforce solutions that enhance productivity, ensure operational continuity, and support sustainable growth. By combining strong regional expertise with a global recruitment network, we provide reliable talent pipelines that empower organizations to grow confidently across the GCC and international markets.



Mission

Our mission is to bridge global industry demand with human potential by delivering comprehensive recruitment, training, and workforce solutions that meet international standards and consistently exceed client expectations. We are committed to developing job-ready, certified, and fully compliant professionals through structured training programs, trade testing, and skill enhancement initiatives, ensuring reliability, safety, and performance excellence at every stage of deployment.

Guided by the principles of transparency, integrity, and disciplined execution, AMCO Group strives to create long-term value for our clients by providing dependable workforce solutions that support operational continuity and productivity. At the same time, we are dedicated to fostering sustainable career growth for workforce professionals, empowering individuals with global employment opportunities and contributing positively to economic development across the GCC and international markets.



Vision

To become a global leader in advanced and innovative human capital solutions by uniting talent with opportunity through strategic recruitment and world-class skill development across international markets. We deliver excellence in professional training and workforce deployment with a strong focus on quality and compliance. Our work is guided by transparency, trust, and accountability at every operational stage. We build a future-ready workforce that meets global industry standards. We consistently exceed the expectations of both clients and candidates. Our vision is to drive sustainable economic growth through skilled and reliable human capital worldwide.

Bridging the Gap Between Talent & Opportunity



Industry Expertise

Our team delivers globally compliant recruitment solutions backed by decades of combined experience in workforce sourcing, deployment, and human capital management across multiple industries.



Global Talent Network

We maintain an extensive international recruitment network that connects verified, job-ready professionals with employers across the Middle East, Asia, Europe, Africa, and global markets.



Skill Development

We transform raw manpower into certified professionals through structured training, trade testing, and international skill standards, ensuring workforce readiness and productivity.



Reliable Partnership

We operate with integrity, compliance, and accountability, ensuring every recruitment process is transparent, efficient, and aligned with the long-term success of our clients.

AMCO Group connects global talent with industry demand through ethical recruitment, advanced training, and reliable workforce deployment, creating future-ready professionals and trusted long-term HR partnerships worldwide.

OUR BUSINESS DIVISIONS

AMCO GROUP

AMCO Group operates through a portfolio of strategically structured business divisions, each designed to deliver specialized capabilities, operational depth, and sustained value within its respective area of expertise. This divisional model reflects the Group's commitment to disciplined growth, operational clarity, and effective governance across its regional and global operations.

Each business division functions with dedicated leadership, specialized technical teams, and clearly defined performance objectives, while remaining fully aligned with AMCO Group's centralized governance, compliance, and quality management frameworks. This integrated operating structure enables the Group to maintain consistency, transparency, and regulatory adherence, while allowing individual divisions the flexibility required to respond efficiently to evolving market conditions and client-specific requirements.

Through this multi-division platform, AMCO Group delivers comprehensive, scalable, and performance-driven solutions across workforce recruitment, skill development, manpower outsourcing, and sector-focused business services. The synergy between divisions strengthens execution capability, enhances risk management, and ensures seamless coordination across the full value chain—from strategic planning to on-ground delivery.

Collectively, AMCO Group's business divisions form a resilient and future-ready enterprise platform that supports long-term partnerships, sustainable growth, and value creation for clients, partners, and stakeholders. By combining strategic oversight with operational excellence, the Group continues to expand its market presence, strengthen its competitive position, and deliver integrated solutions that support workforce development, operational continuity, and business performance across diverse industries and international markets.



AMCO
SKILL BANGLADESH LTD



AMCO
HR CONSULTANCIES LLC



AMCO
SKILL GLOBAL LLC



AMCO
JOBS GLOBAL



AMCO
ENTERPRISE LTD



AMCO Travels

What We Do?

- **International Manpower Recruitment**

Global sourcing, screening, selection, and deployment of skilled and unskilled professionals across industries.

- **Workforce Management**

Complete employee management including payroll processing, insurance, and workforce compliance services.

- **HR Consultancy & Compliance**

Expert HR advisory, labor law guidance, and strategic workforce planning for smooth operations.

- **Executive & Specialized Staffing**

End-to-end work visa, permit processing, documentation, and government approvals support.

- **Manpower Outsourcing & Talent Supply**

Flexible project-based, temporary, and long-term manpower and talent deployment solutions.

- **Skill Development & Certification**

Trade testing, technical training, and SVP-based certification programs to ensure workforce readiness and international compliance.

Global Workforce Deployment Excellence Headquartered in the UAE



Global Recruitment Headquarters (UAE)

 UNITED ARAB EMIRATES (UAE)	
 KINGDOM OF SAUDI ARABIA	
 STATE OF QATAR	
 STATE OF OMAN	
 STATE OF BAHRAIN	
 STATE OF KUWAIT	
 MALAYSIA	
 RUSSIA	
 LEBANON	

 **A Global Recruitment Network Spanning Over 43 Countries Worldwide**



OUR SECTOR

AMCO Skill Bangladesh delivers specialized recruitment and workforce solutions across a wide range of industries. Our sector-focused approach allows us to understand the unique workforce needs of each industry and provide skilled, compliant, and job-ready professionals for every role.

We proudly serve the following sectors:



Hospitality



Construction



Manufacturing



Transport & Airline



Healthcare



Maintenance



Warehouse & Logistics



Marine & Port



Retail



Oil & Gas



Security



IT & technology



Agriculture & Farming



Renewable Energy



Education & Training



Skilled professional

How Do We Work?

We follow a structured and transparent process to ensure smooth, compliant, and timely recruitment and workforce deployment for our global clients.

- 01 ● Receive Client Demand**

We collect detailed manpower requirements from employers, including job roles, quantity, qualifications, and project timelines.
- 02 ● Talent Sourcing & Screening**

Candidates are sourced from our global network and evaluated through interviews, trade testing, and background verification.
- 03 ● Shortlisting & Client Approval**

Qualified candidates are shortlisted and submitted to the client for final selection and approval.
- 04 ● Documentation & Visa Processing**

Once approved, we manage medicals, police verification, documentation, embassy procedures, and work visa processing.
- 05 ● Deployment & Onboarding**

Selected candidates are mobilized to the job location, where we support onboarding and ensure smooth workforce integration.



DRIVING FAST-PACED AND SUSTAINABLE GROWTH ACROSS THE GCC MARKETS.

AMCO Group is rapidly expanding across the GCC, strengthening its regional presence through years of proven industry experience, a solid operational foundation, and a highly skilled team of workforce specialists. By leveraging deep market intelligence, robust recruitment systems, and proven execution capabilities, we deliver fast, fully compliant, and highly reliable manpower and workforce solutions. Our approach supports operational efficiency, ensures project continuity, and enhances long-term workforce stability, enabling employers across the region to achieve sustainable performance and growth.



STRATEGIC OBJECTIVE 2026

To expand AMCO Group across the United Arab Emirates, the wider GCC, and global markets by building a trusted, resilient, and future-ready workforce network that consistently delivers high-quality, compliant, job-ready manpower solutions. Our objective is to support major infrastructure, industrial, and service-sector projects by deploying experienced professionals aligned with international standard operational efficiency, workforce reliability, and project continuity. Through disciplined execution, and a strong commitment to compliance and quality, AMCO Group aims to drive steady and sustain business growth, reinforce long-term client relationships, and create lasting value for stakeholders across international markets.

We aim to transform human potential into a skilled workforce and become a trusted partner in driving sustainable growth across the GCC region.

AMCO Skill Global In Saudi Arabia

Providing fast, compliant, and reliable solutions across the Kingdom.

Branch Offices

AMCO Skill Global runs two branch offices in Saudi Arabia and provides full contracting and manpower services across the Kingdom. With a strong local team and a wide global hiring network, we offer complete workforce support including sourcing, documents, visa processing, and fast deployment for different project needs. Our local and global support teams ensure reliable, compliant, and efficient manpower solutions for large projects and corporate clients across all key industries.

Fastest Deployment

With two branch offices in Saudi Arabia and a strong global hiring network, AMCO Skill Global is able to supply manpower quickly for urgent and large-scale projects across the Kingdom. Our smooth approval, visa, and deployment process helps us send skilled and job-ready workers faster while meeting all legal rules, safety requirements, and international quality standards for every project.

Meet Our Clients

AMCO Group works with trusted regional and international companies across multiple industries, delivering reliable recruitment and workforce solutions built on quality, transparency, and long-term partnership.



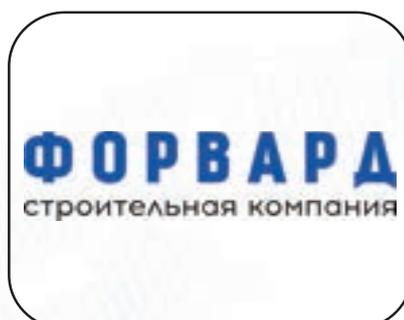
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Meet Our Clients

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Authorizations & Manpower Demand Documents

DEMAND LETTER

M/S. JANCY ENTERPRISE LIMITED
License No. 15-123
Dhaka, Bangladesh

These groups to work the following 20 days from 01/11/2024 to 21/11/2024.

Item No.	Item	Quantity	Rate	Total
1	Food	2000	2000	4000
2	Accommodation	2000	2000	4000
3	Transportation	2000	2000	4000
4	Medical	2000	2000	4000
5	Insurance	2000	2000	4000
6	Drinking Water	2000	2000	4000
7	Working hours per day	8	2000	16000
8	Days for work	20	2000	40000
9	Provisionary permit	1	2000	2000
10	Transport (for 2 ward)	40	2000	80000
11	Medical of Contract	2000	2000	4000
12	Basic Health	2000	2000	4000

Terms & Conditions

1. Food, Accommodation, Transportation, Medical, Insurance, Drinking Water, Working hours per day, Days for work, Provisionary permit, Transport (for 2 ward), Medical of Contract, Basic Health.

2. All other items & conditions as per item 1 & 2.

JAFAR HANAFI, Al Rashid Executive Director

POWER OF ATTORNEY

M/S. JANCY ENTERPRISE LIMITED
License No. 15-123
Dhaka, Bangladesh

This power of attorney is given for the procurement of 20 Bangladesh workers under the contract.

Item No.	Item	Quantity	Rate	Total
1	Food	2000	2000	4000
2	Accommodation	2000	2000	4000
3	Transportation	2000	2000	4000
4	Medical	2000	2000	4000
5	Insurance	2000	2000	4000
6	Drinking Water	2000	2000	4000
7	Working hours per day	8	2000	16000
8	Days for work	20	2000	40000
9	Provisionary permit	1	2000	2000
10	Transport (for 2 ward)	40	2000	80000
11	Medical of Contract	2000	2000	4000
12	Basic Health	2000	2000	4000

JAFAR HANAFI, Al Rashid Executive Director

DEMAND LETTER

M/S. JANCY ENTERPRISE LIMITED
License No. 15-123
Dhaka, Bangladesh

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3	Transportation	2000	2000	4000
4	Medical	2000	2000	4000
5	Insurance	2000	2000	4000
6	Drinking Water	2000	2000	4000
7	Working hours per day	8	2000	16000
8	Days for work	20	2000	40000
9	Provisionary permit	1	2000	2000
10	Transport (for 2 ward)	40	2000	80000
11	Medical of Contract	2000	2000	4000
12	Basic Health	2000	2000	4000

Terms & Conditions

1. Food, Accommodation, Transportation, Medical, Insurance, Drinking Water, Working hours per day, Days for work, Provisionary permit, Transport (for 2 ward), Medical of Contract, Basic Health.

2. All other items & conditions as per item 1 & 2.

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6	Drinking Water	2000	2000	4000
7	Working hours per day	8	2000	16000
8	Days for work	20	2000	40000
9	Provisionary permit	1	2000	2000
10	Transport (for 2 ward)	40	2000	80000
11	Medical of Contract	2000	2000	4000
12	Basic Health	2000	2000	4000

JAFAR HANAFI, Al Rashid Executive Director

Authorizations & Manpower Demand Documents

شركة الدعم اللوجستي الكويتية
Al-Damm Al-Jawadi Company for Logistics Services

DEMAND LETTER

Date: 04/12/2023

To: Ms. Mervat Agre, HR Manager, M/S. "Mervat Enterprises Ltd.", Lusail, PO. Box 1330, Doha, Qatar.

We put the power of attorney attached herewith, we (M/S. Al-Damm Al-Jawadi) have authorized your agency to recruit the following personnel on the terms and conditions given below:

Work No.	Date of Issue	Position	Basic Salary	Benefits
133294000	03/12/2023	Officer and Facility Cleaning Worker	800	1 5 1

- Period of Employment: Two years starting from the date of arrival and renewable upon mutual consent.
- Place of Employment: DOHA, QATAR.
- Working Hours: 8 hrs. Per day, 5 days per week (not including public holidays).
- Recruit Period (Special): Agency will be provided by the company. Workers will not pay any fee.
- Health & Social Insurance: Standard Health & Social Insurance shall be provided by the company.
- Overtime: Maximum 1.5 times of the salary per hour.
- Food: Free food or maximum SAR 300 food allowance provided by the Company.
- Accommodation: Standard accommodation including Utilities (Water, Electricity and Gas) provided by the Company.
- Local Transportation: Provided by the Company.
- Uniforms & Safety Materials: Provided by the company.
- Annual Leave: Minimum 21 days per year (Emergency leave will be provided when necessary).
- End of Service Benefit: As per Qatar Labour Law.
- Employment Contract: QPWA contract as per the terms and conditions mentioned in the demand letter.
- Visa/Charge: New charge to be made by the Company.
- Air Passage Both ways: By the company at the beginning and end of the contract and during vacation.
- Other Terms & Conditions: As per Qatar Labour Law.

Thanking You,

Authorized Signatory: *[Signature]*
Mervat Mohamed Alwan
Management CEO
Company Name: Al-Damm Al-Jawadi
Company Registration Number: 400094136

Head Office - Lusail P.O. Box 1330, Doha, Qatar
Email: info@al-dammaljawadi.com Q.C. 400094136

شركة الدعم اللوجستي الكويتية
Al-Damm Al-Jawadi Company for Logistics Services

POWER OF ATTORNEY

Date: 04/12/2023

Know all men by these presents, that we, *[Signature]*, a company duly organized and existing under and by virtue of the laws of Kingdom of Saudi Arabia with Registration No. 400094136, do hereby appoint M/S. Mervat Enterprises Ltd., Mervat Mohamed Alwan No. 400094136, a recruitment agency approved by the Ministry of Economic Planning and Economic Development, Doha, Qatar to be our true and lawful attorney and agent in Doha, Qatar to execute of handling all the affairs with the Ministry of Management Development and Training (MDAT), and sign all required documents in connection with the recruitment of 1 person against whom as per attached for the Employment with us in average of matters related to Immigration, etc. This power of attorney is made in witness to the demand letter.

Visa No: 133294000 Date Issue: 03/12/2023

Authorized Signatory: *[Signature]*
Mervat Mohamed Alwan
Management CEO
Company Name: Al-Damm Al-Jawadi
Company Registration Number: 400094136

Head Office - Lusail P.O. Box 1330, Doha, Qatar
Email: info@al-dammaljawadi.com Q.C. 400094136

شركة الدعم اللوجستي الكويتية
Al-Damm Al-Jawadi Company for Logistics Services

DEMAND LETTER

To: Ms. Amco Enterprises Limited, Lusail, PO. Box 1330, Doha, Qatar.

We put the power of attorney attached herewith, we (M/S. Al-Damm Al-Jawadi) have authorized your agency to recruit the following personnel on the terms and conditions given below:

Work No.	Date of Issue	Change Date	Salary	Benefits
133294000	04/12/2023	04/12/2023	800	1 5 1
133294001	04/12/2023	04/12/2023	800	1 5 1
133294002	04/12/2023	04/12/2023	800	1 5 1
133294003	04/12/2023	04/12/2023	800	1 5 1
133294004	04/12/2023	04/12/2023	800	1 5 1

Terms & Conditions

Food, Accommodation: Free
Transportation: Free
Medical, Insurance: Free
Visa: Free
Air Passage Both ways: Free
Working hours per day: 8 hours
Days the week: 5 days
Recruitment period: 3 months
Vacation (After 2 years): 21 days
Period of Contract: 2 years
Main English: Hindi to know
All other terms & conditions as per Qatar Labour Law.

Thanking you,

Authorized Signatory: *[Signature]*
Mervat Mohamed Alwan
Management CEO
Company Name: Al-Damm Al-Jawadi
Company Registration Number: 400094136

Head Office - Lusail P.O. Box 1330, Doha, Qatar
Email: info@al-dammaljawadi.com Q.C. 400094136

شركة الدعم اللوجستي الكويتية
Al-Damm Al-Jawadi Company for Logistics Services

POWER OF ATTORNEY

To: Ms. Amco Enterprises Limited, Lusail, PO. Box 1330, Doha, Qatar.

Know all men by these presents, that we, *[Signature]*, a company duly organized and existing under and by virtue of the laws of Kingdom of Saudi Arabia with Registration No. 400094136, do hereby appoint M/S. Amco Enterprises Limited, Mervat Mohamed Alwan No. 400094136, a recruitment agency approved by the Ministry of Economic Planning and Economic Development, Doha, Qatar to be our true and lawful attorney and agent in Doha, Qatar to execute of handling all the affairs with the Ministry of Management Development and Training (MDAT), and sign all required documents in connection with the recruitment of 4 persons against whom as per attached for the Employment with us in average of matters related to Immigration, etc. This power of attorney is made in witness to the demand letter.

Visa No: 133294000 Date Issue: 03/12/2023

Authorized Signatory: *[Signature]*
Mervat Mohamed Alwan
Management CEO
Company Name: Al-Damm Al-Jawadi
Company Registration Number: 400094136

Head Office - Lusail P.O. Box 1330, Doha, Qatar
Email: info@al-dammaljawadi.com Q.C. 400094136

Authorizations & Manpower Demand Documents

AYOMCO
An Equal Opportunity Employer
شركة النصف للتوظيف والمصادر

DEMAND LETTER Date: 20/11/2023

Recruiting Agent
M/S AYOMCO ENTERPRISES LIMITED
License No. 812371
Doha, Doha, Qatar

We get the permit of allowing recruited workers, we entitled to (NOMINATE) have authorized your agency to recruit the following personnel on the terms and conditions given below:

Work Visa No.	Date of Issue	Profession	Basic Salary	Number	Remarks
120482402	20/11/2023	Food Processing	1500	20	0 5 23

1. Period of Employment: The period starting from the date of arrival and necessary upon mutual consent.

2. Place of Employment: All Katar, KSA.

3. Working Hours: 8 hrs. For day it also per week that exceeded more than 48 hrs per week.

4. Recruits Power of Agent: Agents will be provided by the company. Workers will not pay any fees.

5. Health & Social Insurance: Standard Health & Social Insurance shall be provided by the company.

6. Provision: Minimum 11 hours of the salary per hour.

7. Food: Free food as minimum SAR 100 food allowance provided by the Company.

8. Accommodation: Standard accommodation including Utilities (Water, Electricity and Gas).

9. Social Transportation: Provided by the Company.

10. Uniforms & Safety Materials: Provided by the company.

11. Annual Leave: Minimum 15 days per year (Emergency leave will be provided, where necessary).

12. End of Service Benefit: As per Saudi Labour Law.

13. Employment Contract: Written contract as per the terms and conditions mentioned in the demand letter.

14. Visa Change: Visa change is done by the Company.

15. Air Passage-Bulk Issue: By the company at the beginning and end of the contract and during extension.

16. Other Terms & Conditions: As per Saudi Labour Law.

Thanking You,

Authorized Agent
M/S AYOMCO
Doha, Qatar
Company Name: J
Company Register

AYOMCO
An Equal Opportunity Employer
شركة النصف للتوظيف والمصادر

POWER OF ATTORNEY Date: 20/11/2023

Know all men by these presents, that we, Ay Thom for Operations and Maintenance Company, a company duly registered and existing under the laws of the State of Maryland, do hereby authorize M/S AYOMCO ENTERPRISES LIMITED, Recruiting License No. 812371, a recruitment agency approved by the Ministry of Labour and Training (MLT), and sign all required documents in connection with the recruitment of 20 persons against visa as per attached for the Employment with us as arranged all matters related to Doha, Qatar. The power of attorney is made in relation to our demand letter.

Visa No: 120482402 Basic Salary: 1500 SAR (360)

Authorized Signature
Name: M/ABDULAZIZ YOUSUF SHARIF
Designation: MD
Company Name: Ay Thom for Operations and Maintenance Company
Company Registration Number: 1200000000

EXPRESS FOOD COMPANY
شركة الباكولات العربية
Closed Joint Company

DEMAND LETTER التاريخ: 20/11/2023

M/S. Amara Enterprises
License No. 81-1177
Doha, Doha, Qatar

Please arrange to accept the following personnel on the terms and conditions given below against the Work Visa:

Category	Age	Salary	العدد	المدة	ملاحظات
Food Processing	20	1500	20	05	05
Total			20	05	05

Terms & Conditions:

1. Period of Employment: 05 years from the date of arrival and necessary upon mutual consent.

2. Place of Employment: All Katar, KSA.

3. Working Hours: 8 hrs. For day it also per week that exceeded more than 48 hrs per week.

4. Recruits Power of Agent: Agents will be provided by the company. Workers will not pay any fees.

5. Health & Social Insurance: Standard Health & Social Insurance shall be provided by the company.

6. Provision: Minimum 11 hours of the salary per hour.

7. Food: Free food as minimum SAR 100 food allowance provided by the Company.

8. Accommodation: Standard accommodation including Utilities (Water, Electricity and Gas).

9. Social Transportation: Provided by the Company.

10. Uniforms & Safety Materials: Provided by the company.

11. Annual Leave: Minimum 15 days per year (Emergency leave will be provided, where necessary).

12. End of Service Benefit: As per Saudi Labour Law.

13. Employment Contract: Written contract as per the terms and conditions mentioned in the demand letter.

14. Visa Change: Visa change is done by the Company.

15. Air Passage-Bulk Issue: By the company at the beginning and end of the contract and during extension.

16. Other Terms & Conditions: As per Saudi Labour Law.

Thanking You,

Authorized Agent
M/S AMARA ENTERPRISES
Doha, Qatar
Company Name: J
Company Register

EXPRESS FOOD COMPANY
شركة الباكولات العربية
Closed Joint Company

DEMAND LETTER التاريخ: 20/11/2023

M/S. Amara Enterprises
License No. 81-1177
Doha, Doha, Qatar

Please arrange to accept the following personnel on the terms and conditions given below against the Work Visa:

Category	Age	Salary	العدد	المدة	ملاحظات
Food Processing	20	1500	20	05	05
Total			20	05	05

Terms & Conditions:

1. Period of Employment: 05 years from the date of arrival and necessary upon mutual consent.

2. Place of Employment: All Katar, KSA.

3. Working Hours: 8 hrs. For day it also per week that exceeded more than 48 hrs per week.

4. Recruits Power of Agent: Agents will be provided by the company. Workers will not pay any fees.

5. Health & Social Insurance: Standard Health & Social Insurance shall be provided by the company.

6. Provision: Minimum 11 hours of the salary per hour.

7. Food: Free food as minimum SAR 100 food allowance provided by the Company.

8. Accommodation: Standard accommodation including Utilities (Water, Electricity and Gas).

9. Social Transportation: Provided by the Company.

10. Uniforms & Safety Materials: Provided by the company.

11. Annual Leave: Minimum 15 days per year (Emergency leave will be provided, where necessary).

12. End of Service Benefit: As per Saudi Labour Law.

13. Employment Contract: Written contract as per the terms and conditions mentioned in the demand letter.

14. Visa Change: Visa change is done by the Company.

15. Air Passage-Bulk Issue: By the company at the beginning and end of the contract and during extension.

16. Other Terms & Conditions: As per Saudi Labour Law.

Thanking You,

Authorized Agent
M/S AMARA ENTERPRISES
Doha, Qatar
Company Name: J
Company Register

Authorizations & Manpower Demand Documents

ΦΟΡΒΑΡΑ
ΣΥΜΦΕΡΟΚΑΝΟΝ ΚΟΙΝΩΝΙΑΣ

ΕΠΙΧΕΙΡΗΣΙΑΚΟ ΚΕΝΤΡΟ
ΚΑΡΑΪΣΚΑΚΗ 15
11527 ΑΘΗΝΑ, Τ.Κ. 11527
ΑΡ. ΠΡΩΤΟΚΟΛΛΟΥ ΕΠΙΧΕΙΡΗΣΙΑΚΗΣ ΚΟΙΝΩΝΙΑΣ
ΑΡ. ΑΝΤΙΣΤΑΣΗΣ ΕΠΙΧΕΙΡΗΣΙΑΚΗΣ ΚΟΙΝΩΝΙΑΣ

21 03 2025

MANUFACTURER
Date: 27 November 2024
To: **ARCTO Enterprise Limited**
Contract Agreement Reference: **ARCTO-2024-1466**

MANUFACTURER
To: **ARCTO Enterprise Limited**
Contract Agreement Reference: **ARCTO-2024-1466**
Dhaka, Bangladesh

Dear Sir,

Regarding our Power of Attorney issued by us to your firm, we request you to kindly supply the following category of manpower to work in our category.

No.	Job Title	Sex	Salary
1	Mixed and industrial workers	007	140,000
2	Electrician	01	180,000

DEMAND CONDITIONS

- Period of recruitment: 1 Yearly
- Period of Contract: Two years (Renewable)
- Recruitment Period: 180 Days
- Working Hour: 8 (Eight) hour and 6 (Six) per week
- Working Shift: Provided by the company
- Accommodation: Provided by the company
- Food: Food allowance provided by the company
- Medical: Provided by the company
- Transportation: Provided by the company
- Vacation: 14 calendar days after 34 months of service
- End of Service: 40 per Bangla Labor Law
- Wage Pay: 1 (One) per cent
- All other rules and conditions of service shall be as per Bangla Labor Law.

For **ARCTO ENTERPRISE LTD.**

ATTESTED
Niaz Moshad
General Manager
Embassy of Bangladesh
Dhaka

21 03 2025

Embassy of the People's Republic of Bangladesh
Dhaka, Dhaka

Your Excellency
BE.M/L/21-2024-1467

Subject: Power of Attorney

We, **AR FORMAS LLC** (Legal address: Chirapetrol, Sakhia 18, office 426 Telerunning, Baita Tahan-121, office 2807, hereby appoint and authorize Arcto Enterprise Limited, License number 04-1457, Legal address: Mujib Tower, 10 Road, Airport Road, Apartment 24, Sakhia-121, Bangladesh, (Tel: +88-024-2824490, 242426000, E-mail: info@arctolimited.com).

to perform Bangladesh formalities for the 1000 Bangladesh workers to be recruited for the employment in our project in the Russian Federation on behalf of our company.

In addition, we confirm that employment contracts signed by Arcto Enterprise LTD. will have legal force and significance, as well as contracts signed by our company.

With respect,
Director of **AR FORMAS LLC**
Department and company seal

ATTESTED
Niaz Moshad
General Manager
Embassy of Bangladesh
Dhaka

ESOM

DEMAND LETTER

Date: 2024/03/21

To: **ARCTO ENTERPRISE LIMITED**
License No. 04-1457
Dhaka, Bangladesh

In your power of attorney issued herewith, we (ESOM) have authorized your agency to recruit the following personnel on the terms and conditions given below:

Quantity	Job Title	Production	Sex	Salary	Monthly
0400	Office and facility cleaner	005	0	0	40
0400	Office and facility cleaner	005	0	0	30
0400	Office and facility cleaner	005	0	0	20
0400	Office and facility cleaner	005	1	1	1

1. Period of Employment: Two years starting from the date of arrival and renewable upon mutual consent.

2. Place of Employment: ARCTO ENTERPRISE, 875/1026, 875/1026, 875/1026, Dhaka.

3. Working Hours: 8 hrs. Per day, 6 days per week and 6 (Six) per week.

4. Recruit Period (Days): 180 days. It shall not be provided by the company. Workers will not get food.

5. Health & Social Insurance: Recruit Health & Social Insurance shall be provided by the company.

6. Education: Minimum 12 (Twelve) of the sixth grade.

7. Food: Allow food or allowance 1000 (Ten hundred) provided by the company.

8. Accommodation: Recruit accommodation including utilities (Water, Electricity and Gas).

9. Local Transportation: Provided by the company.

10. End of Service Benefit: 40 (Forty) per cent of the salary per year.

11. Equipment Allowance: 1000 (One thousand) provided by the company.

12. Visa Charge: Visa charge is borne by the company.

13. All Through Rule apply: All the conditions in the beginning and end of the contract shall apply.

14. Other Terms & Conditions: As per Bangla Labor Law.

For **ESOM**

ATTESTED
Niaz Moshad
General Manager
Embassy of Bangladesh
Dhaka

ESOM

POWER OF ATTORNEY

Date: 2024/03/21

I, **AR FORMAS LLC** (Legal address: Chirapetrol, Sakhia 18, office 426 Telerunning, Baita Tahan-121, office 2807, hereby appoint and authorize Arcto Enterprise Limited, License number 04-1457, Legal address: Mujib Tower, 10 Road, Airport Road, Apartment 24, Sakhia-121, Bangladesh, (Tel: +88-024-2824490, 242426000, E-mail: info@arctolimited.com).

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Director of **AR FORMAS LLC**
Department and company seal

ATTESTED
Niaz Moshad
General Manager
Embassy of Bangladesh
Dhaka

Client Appreciation Letter



ISO Certifications & Compliance



Project Execution & Workforce Deployment



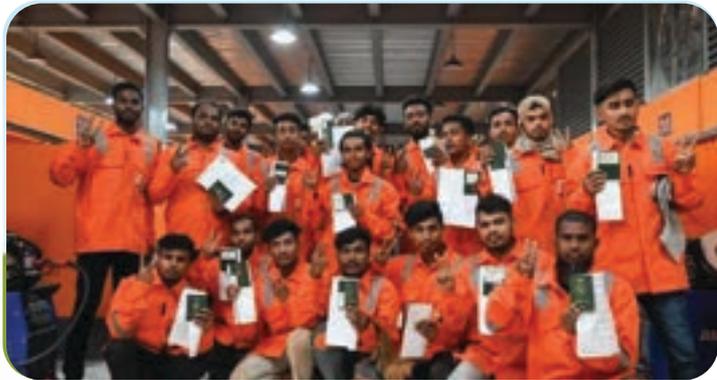
Project Execution & Workforce Deployment



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AMCOTM GROUP



AMCO
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AMCO
ENTERPRISE LTD



AMCO
SKILL GLOBAL LLC



AMCO
HR CONSULTANCIES LLC



AMCO GLOBAL JOBS



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AMCO GROUP

Skill & Talent. Promising Futures for Your Business Success

**“ In Order To Succeed, Your Desire For Success
Should Be Greater Than Your Fear Of Failure ”**



AMCO HR-UAE



AMCO GROUP



AMCO SKILL BD



AMCO GLOBAL-KSA