



Burj Alkhalifa Enterprises

Overseas Employment Promoters

OPs & HRD 3366/RWP/2013

OUR PROFILE





BURJ AL-KHALIFA ENTERPRISES - SYNOPSIS

CONNECTING YOUR BUSINESS TO THE HUMAN RESOURCES YOU NEED

It gives us immense pleasure of availing this opportunity to introduce ourselves to our valued clients abroad. We wish to emphasize upon all those interested in employing Pakistani manpower that although our workers, LABS are not the less expensive in the world but it is an established fact that they are the symbol of hard work and high productivity, which is essential for the speedy, qualitative and successful completion of any project anywhere in the world.

Our process of recruitment is based on significantly, a refined and scientific approach, which differs from others in the field. M/S. Burj Al-Khalifa Enterprises is well established and one of the leading manpower recruiting agencies made up of people with sufficient experience, tested capabilities, dedication and above all confidence.

We are therefore, confident enough to meet your demands both for skilled and unskilled personnel to the best of your satisfaction. Our motto is the serve with dignity and dedication. Therefore, I cordially invite you to analyses the benefit in recruiting manpower from Pakistan for your company and our efforts and wide category of human resources.

Your enquiry will be nourished with great pleasure, and demand will be met with profound success. In the pages that follow, we have endeavored to give a brief outline of our company, envisaging therein the methodology and modus operandi of our functioning. It is earnestly hoped that whenever you have a demand for manpower you will kindly turn to Burj Al-Khalifa Enterprises, extending us an opportunity to serve you with a commitment and with a difference.



BAK Vision & Mission

Our Vision:

The Vision of Burj Al-Khalifa Enterprises is to become one of the most trusted and credible resource in the world through providing our clients services and opportunities to enhance individual employee development and work unit effectiveness.

Our Mission:

The Burj Al-Khalifa Enterprises business strives to achieve success through delivery, Integrity and service quality. Our mission is to provide a truly consultative and value-added service that allows our clients to achieve their strategic staffing needs and supports our candidates in meeting their career goals.

“Working for Human to Help Human”

Through the ongoing development of a structured, educated and dynamic recruitment, platform, Burj Al-Khalifa Enterprises partnership aims to become the predominant brand and provider within recruitment services across our international and regional markets and functions.



CHAIRMAN MESSAGE

DEAR VALUED CLIENTS

Burj Al-Khalifa Enterprises has been offering recruitment services to community at large, where here are skilled workmen available keen to work overseas for growth and prospects. Pakistani Engineers and Technicians are sought-after, the world over, for the technical skills, hard work and the ability to work under trying conditions. They have good knowledge of English and settle down fast in any multi-cultural & multi-National environment.

Most of our candidates have overseas experience in multi-nationals and yet are available at reasonable salaries. We wish to enter into a strategic alliance with your organization for recruitment of technical and non-technical staff from Pakistan.

Having been in this field for over long journey, I can foresee bright futures in rendering this service of bringing closer the employers and employees for their mutual prosperity. We do feel that there is sample scope for us to work for you to fulfill your needs in manpower. If necessary, we can meet, discuss and finalize other terms and conditions to our mutual business interest. The above profile reflects our capability to serve any requirement for national & International recruitment arena. I would be glad to provide you, references on request. We believe in building up healthy and transparent relationship mutually profitable to our clients.

Best wishes,

Mr. Muhammad Bashir Bhatti

Chairman

Mobile: +92304-5156000

E-Mail:

burjalkhalifaent@live.com

Website:

www.burjalkhalifaent.com



MANAGING DIRECTOR MESSAGE

Dear Valued Client.

Dear Ma'am/Sir:

Subject: **Manpower Recruitment Services**

As requested, we have pleasure in submitting a quotation for Manpower Recruitment services for your project in GCC Countries & Malaysia.

The Burj Al-Khalifa Enterprises, through its head office in Rawalpindi, Pakistan would be able to provide the required services in accordance with standards set.

We believe that our professional standards and approach would complement the efforts of your respected companies and Burj Al-Khalifa Enterprises will provide the best human resource.

The company strives to be market leaders in the Pakistan, in respect of customer service, quality Manpower service provided. What we also bring to you is a reputation for honesty, integrity and fairness, not only in our everyday business relationships with our clients, but also with our management and staff.

Should you require any further information, please do not hesitate to contact the undersigned.

For your favorable consideration

Adnan Bashir Bhatti

Managing Director

Mobile: +92304-5156000

E-Mail: md.burjalkhalifaent@hotmail.com



Quality Policy:

Burj Al-Khalifa Enterprise is committing to our entire customer to provide best professional service in the areas of recruitment and management consultancy services in compliance of our values of integrity, sincerity and professional competence with the continual improvement toward quality management system i.e

ISO 9001: 2008 “Quality the Service which you deserve”



Burj Al-Khalifa Enterprises based on high standard of training. We are able to offer both professionalism and quality of service, ensuring that we are both client and candidate driven striving to develop through consistently applied quality standards, long term relationship with our clients.

Quality Management System (QMS):

Quality Management System is a collection of business processes focused on achieving the quality policy adopted by the company and quality objectives set forth by the company. QMS is run in accordance to the customer wants and needs. It is expressed as the organizational structure, policies, procedures, processes and resources needed to implement Quality Management System.



ISO 9001:2008 Certification:

Burj Al-Khalifa Enterprises has been providing the best service as appreciated by the clients I companies overseas and have the documented proves. Recently Burj Al- Khalifa Enterprises got the pride of being certified by the International Organization of Standardization, a worldwide Federation of standards bodies.

Burj Al-Khalifa Enterprises in compliance of the ISO standard implemented the QMS (Quality Management System) in the company got audited and qualified for the ISO 9001:2008 Certified

Quality Procedures:

- Demand for client and Permission from the bureau of Emigration & Overseas Pakistanis, Government of Pakistan.
- Collection of CV's
- Short Listing and Scrutiny
- Interviews and Tests
- Medical
- Finger Prints
- Submission of Visa application for Endorsement and Collection
- Protector & NADRA
- Final Orientation and Handling over the documents
- Control of Documents & Records
- Human Resources
- Provision of infrastructure
- Work Environment
- Planning of Service Realization
- Internal Audit of QMS
- Control of Non-Confirming Products / Services
- Corrective Action against Non-conformances
- Preventive action to avoid Non-Conformances



DAS CERTIFICATION



**Quality Management System
Certificate of Approval**

This is to certify that the QMS of
Burj Al Khalifa Enterprises Overseas Employment Promoters

High Court Road, Gulrez 2, Rawalpindi, 46000, Pakistan.

Has been assessed and found to meet the requirements of

ISO 9001:2008

This certificate is valid for the following scope of operations:

"Overseas Manpower Service Provider."

Authorised by:

Stan Wright
Chief Executive

Date of Certificate Issue: 12 October 2015

Certificate Valid Until: 11 October 2016

Surveillance audit before 4 September 2016. Certified since 30 October 2015. This certificate is the property of DAS Certification and remains valid subject to satisfactory annual Surveillance audits.



SN Registrars (Holdings) Limited
Registration House, 22b Church Street,
Rushden, Northamptonshire,
NN10 9YT, UK
Tel: +44 (0) 1933 381859
Email: info@dascertification.co.uk
Web: www.dascertification.co.uk
Company number: 07659067

Certificate Number: DAS 83204028/19/Q



Member of SN Registrars (Holdings) Ltd

8327



1. PROCEDURE OF RECRUITMENT

Recruitment in Pakistan must be carried out through a firm, holding valid OEP License. Our License No. Ops & HRD 3366/RWP/2013, Burj Al-Khalifa Enterprises required following documents for recruitment of manpower to process the cases. The procedure of recruitment is simple and starts with preparation of Recruitment documents in our favor as follows:

Procedure for United Arab Emirates



Employer Responsibilities:

- A. Demand Letter by foreign Company (On Letter Had Pad)
- B. Power of Attorney by foreign Company (On Letter Had Pad)
- C. Copy Attested from Chamber of Commerce
- D. Copy of Trade license or Commercial License
- E. Copy of Authorized person Signatory Paper
- F. Copy of MOL Quota Approval Paper (Company MOL Number)

For Free Zone Companies:

- A. Demand Letter by foreign Company (On Letter Had Pad)
- B. Power of Attorney by foreign Company (On Letter Had Pad)
- C. Copy of Chamber of Commerce
- D. Copy of Trade license or Commercial License
- E. Copy of Authorized person Signatory Paper
- F. Copy of Emirates ID for Signatory person (On Demand Letter)
- G. Quota Approval Letter from Free Zone Authority

Note: Number A, B should be attested by the, Ministry of Foreign Affairs or Pakistan Embassy in Employers Country.

1. We (Burj Al-Khalifa Enterprises) must hold an appropriate Power of Attorney from the Employers. It is therefore advisable that employers in United Arab Emirates should send a fresh Power of Attorney with each demand.



2. A Letter of Demand addressed to Burj Al-Khalifa Enterprises containing Number of Vacancies, Types of Trade, Pay & Allowances, Accommodation, Food, Medical facilities, Leave, Overtime scales and any other relevant terms of services to be included in the contract.
3. The documents as per 1 & 2 above are required to be attested as under:
 - a. By the Foreign Ministry of the country of employment and the Embassy of Pakistan in the country of employment or, By the Embassy of that country in Pakistan.

Procedure for Kingdom of Saudi Arabia



Employer Responsibilities:

- A. Demand Letter and Authorization Letter (On Letter Head Pad)
- B. Wakala - Consultation can be taken from any local Saudi recruitment office Wakala should be attested from chamber of commerce, Ministry of Foreign Affairs and Embassy of Pakistan in Employer country.
- C. Copy of the Commercial Registration (CR) of the Saudi Recruiting Office from whom the Power of Attorney (Wakala) has been made.
- D. Copy of the Commercial Registration (CR) of the Employer's Company.
- E. Copy of the Visa Payment Slip (Amar Teehsil).
- F. Copy of the Sponsor's Identity Card (Tabiyaa).

Note:

1. We (Burj Al-Khalifa Enterprises) must hold an appropriate Demand Letter, Power of Attorney and Wakala from the Employers. It is therefore advisable that employers in Saudi Arabia should send a fresh Power of Attorney with each demand.
2. A Letter of Demand addressed to Burj Al-Khalifa Enterprises containing Number of Vacancies, Types of Trade, Pay & Allowances, Accommodation, Food, Medical facilities, Leave, Overtime scales and any other relevant terms of services to be included in the contract.



3. A Letter addresses by the employers to the Embassy/Consulate of the country for which visas are sanctioned authorizing Burj Al-Khalifa Enterprises to get these visas endorsed. Such a letter, along with the photocopy of visa cable or acknowledgement slip issued by the Ministry should be sent to us in original. (Only for Saudi Arabia).
4. The documents as per 1 & 2 above are required to be attested as under:
 - a. By the Foreign Ministry of the country of employment and the Embassy of Pakistan in the country of employment or, By the Embassy of that country in Pakistan.
 - b. The Ministry of Foreign Affairs of the host country may only attest the documents as per paragraph 3.

Procedure for Malaysia



Employer Responsibilities:

- A. Demand Letter by foreign Company (Attested by Notary public & Pakistan Consulate on Letter Had Pad).
- B. Power of Attorney by foreign Company (Attested by Notary public & Pakistan Consulate on Letter Had Pad)
- C. Copy of Chamber of Commerce (Attested by Notary public & Pakistan Consulate on Letter Had Pad)
- D. Copy of Trade license or Commercial License

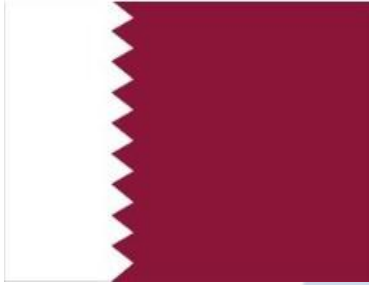
Note:

1. We (Burj Al-Khalifa Enterprises) must hold an appropriate Demand Letter, Power of Attorney and FSA Documents from the Employers. It is therefore advisable that employers in Saudi Arabia should send a fresh Power of Attorney with each demand.
2. A Letter of Demand addressed to Burj Al-Khalifa Enterprises containing Number of Vacancies, Types of Trade, Pay & Allowances, Accommodation, Food, Medical facilities, Leave, Overtime scales and any other relevant terms of services to be included in the contract.



3. A Letter addresses by the employers to the Embassy/Consulate of the country for which visas are sanctioned authorizing Burj Al-Khalifa Enterprises to get these visas endorsed.
4. The documents as per 1 above are required to be attested as under:
 - a. By the Foreign Ministry of the country of employment and the Embassy of Pakistan in the country of employment and also Notary public.

Noted:





Procedure for Romania



Employer Responsibilities:

- A. Demand Letter by foreign Company (Attested by Notary public Romania and Ministry of External Affairs Romania or Pakistan Consulate on Letter Head Pad)
- B. Power of Attorney by foreign Company (Attested by Notary public Romania and Ministry of External Affairs Romania or Pakistan Consulate on Letter Head Pad)
- C. Copy of Chamber of Commerce (Attested by Notary public & Ministry of External Affairs Romania)
- D. Copy of Trade license or Commercial License
- E. Copy of Company Accommodation Contract



We follow the teachings of Prophet Muhammad (may peace be upon him). We are members of the brotherhood of Islam in which all are equal in right, dignity and self-respect. Consequently we have a special and very deep sense of unity.

— *Muhammad Ali Jinnah* —



BURJ AL-KHALIFA ENTERPRISES RECRUITING PROCEEDURE AND OPERATIONS:

PERMISSION FROM THE PROTECTOR: On receipt of Power of Attorney and Demand Letter, we seek permission from Protector of Emigrants; we have to obtain a written sanction from the Protector of Emigrants, Government of Pakistan for recruitment of each as demanded by our principals.

ADVERTISING – After Confirmation of this sanction, Job facilities are advertised in widely circulated daily newspapers, without these sanction vacancies cannot even be advertised.

INITIAL SCREENING – Initial Screening is done by agency

Selection – Being done as per instruction by our valuable clients, there are six types of interview and selection tools available with Burj Al-Khalifa Enterprises.

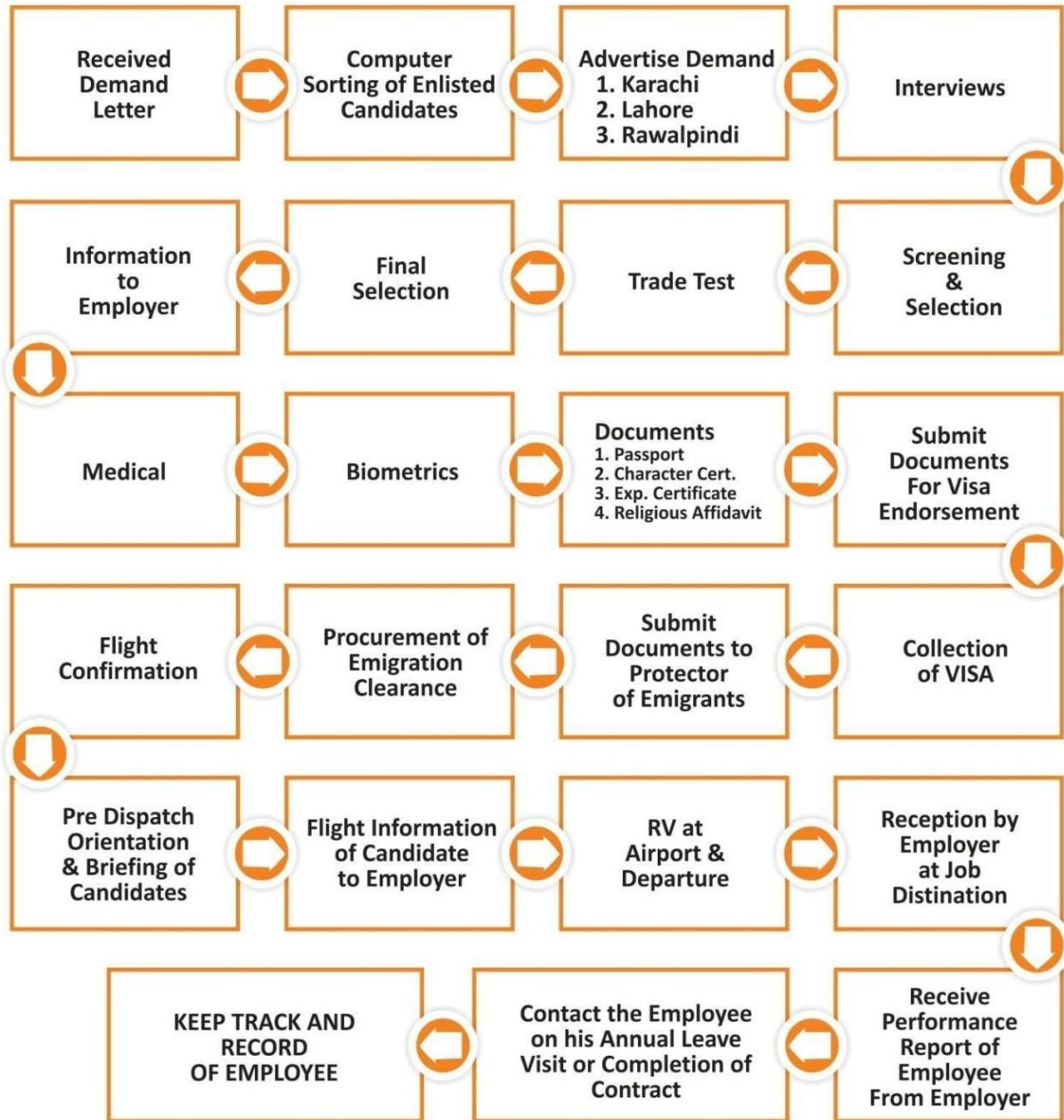
- Face to Face interviews
- Group interview is carried out to shortlist candidates.
- Individual interviews in this style of interviews the delegates meet the pre-screened candidates on a one-to-one basis.
- Trade test candidate's skills are tested practically to evaluate the workmanship and its conformity to international standards.
- Final interview Depending on the requirement of the client, the Final Interviews can be conducted either by Naway officials or the client's delegate.
- Interview (Through Telephone, Skype, ZOOM and other softwares)

Time Frame for Processing demand and cases:

- Permission obtaining from Protector of Emigrants Government of Pakistan. 1 to 3 days
- Advertisement and Provisionally Selection. 4 to 18 days
- Personnel Insurance 1 to 2 days
- Signing and Approval of F.S.A's by (Emigration Office) 1 to 2 days
- Ticketing 1 to 2 days



Procedures Flow Chart





Terms & Condition Set by Government of Pakistan

1. Period of Contract Minimum Two year (Or as per host country rules).
2. Probation Period 90 days or as per the labor laws of the country.
3. Daily Working Hours 8 hours per day, maximum 12 hours per day with additional 4 hours paid as overtime.
4. Weekly working Days 6 days per week, paid holiday.
5. Weekly Rest Day At least 01 day per week.
6. Rate of Overtime As per labor laws of host country or minimum 1.50 times of basic salary per hour.
7. Accommodation Free of cost bachelor accommodation (not tents) must be provided by employer with electricity, water, gas and bedding.
8. Messing Facilities Free food or 25% of basic pay to be paid in lieu of free food for unskilled, semi-skilled and skilled workers. This provision of free food is not applicable to U.A.E and Bahrain.
9. Medical Facilities Free (As per host country rules), to be provided by the employer.
10. Transportation Free transport is to be provided by the employer from residence to work place.
11. Passage Economy class by air from place of hire to place of employment and back on expiry of contract. It is to be provided by the employer, if not included in the salary, which should be in addition to the minimum wages laid down.
12. Vacation leave per year as per labor laws of the host country.
13. Illness leaves per year as per labor laws of the host country.
14. Social Security/Insurance Employment to be covered at the cost of the employer according to the labor laws.

COVID-19 Pandemic

Following all COVID-19 Pandemic Policy and procedures by present and host countries.



TRAINING & DEVELOPMENTS CENTRE FOR WORKERS

We have the most Comprehensive Education System to train the workforce covering the different trades. This is the unique system and uncommon to other local manpower placement companies.

From the moment semi-skilled and OR skilled worker is finally selected for overseas principals and the processing of their visas we take into our hand, we call them into our camp and organize for them by our professionals; lectures, group discussions, practical demonstrations of the uses of trade tools. This helps to remove the minor deficiencies, if there by any, which a tradesman might have headline orientation & Dispatch of the workers.

Prior to dispatch of any worker whether janitorial or tradesmen everybody is to attend the Orientation Course. The very purpose of this course is to explain the worker his job specification, job responsibilities, job duties working hours, pay, overtime, leave accommodation, food provision, other contractual obligation and what he should do and what not during the period of his employment with the employer.

We are capable of organizing a dispatch of about 400 workers in 4 weeks. we ask consisting of 40/50 tradesmen and the remaining in the unskilled group. Even three years back, we could mobilize workers in 45 days time from the date of receipt of documents in our hand, Now-a-days, at the insistence of some of the overseas Governments, our government is pursuing a very comprehensive check system regarding the workers.

This entails a time outlay of about 15 – 20 days extra compared to the past. As such, now-a-days, we can mobilize workers up to 400 a week within 30 – 35 days from the date we commence our job.



FOR LONG LASTING RELATIONSHIP

We never consider our business and ultimate relationship with our principal on a single deal basis. Our objective is to have a sustained growth record. And with this end in view, post deployment follow-ups are always made as a part of our continuing commitment of services to our clients. We assure you, our search for excellence will never die.





SERVICE WE OFFER

As a part of our continuing commitment of services to our clients, we provide a number of services to the employer and the concerned employees to have a sustained relationship and also to make the job of the employer easy and realistic.

? IT PROFESSIONALS

-  Access Programmers
-  Advance Revelation Programmers
-  AutoCAD Operators
-  C/C++ Programmers
-  CICS Support
-  Cobol Programmers
-  Computer Customer
-  Support Engineers
-  Database Programmers
-  Hardware Engineers
-  Hardware/Software Upgrades
-  HTML Programmers
-  JAVA Programmers
-  Novell Network Administrators CAN
-  Novell Network Engineers CNE
-  Oracle Programmers
-  Pascal Programmers
-  Pro Engineer CAD
-  SAP Support
-  SQL Programmer
-  Website Design

? ENGINEERING STAFF (Project, Design, Material & Commissioning)

-  Architects Estimation
-  Automotive Engineer
-  CAD/CAM Engineer
-  Chief Engineers
-  Civil Engineer
-  Commissioning Engineers
-  Contracts Engineer
-  Electrical Engineer
-  Electronic Engineer
-  Engineering Superintendent
-  Field Engineers
-  Fire Protection Engineer
-  Instrumentation Engineer
-  Maintenance Engineer
-  Material Handling Engineer
-  Piping Engineer
-  Mechanical Engineer
-  Safety Engineer / Structural Engineer



2 CONSTRUCTION & TECHNICAL STAFF

-  Boiler Makers
-  Cable Slicer
-  Carpenters
-  Coolie
-  Drivers
-  Trailer, Heavy & Light
-  Duct men
-  Fitters
-  Helpers
-  Instrument Fitter
-  Insulators
-  Masons
-  Operator
-  Shovel, Bulldozer, Crane
-  Back hoe, Forklift, Painter
-  Plumbers
-  Riggers
-  Sand Blaster
-  Scaffold
-  Steel Fabricators
-  Steel Fixer
-  Supervisor
-  Electrician and Skilled and Unskilled Labour

2 SAFETY AND SECURITY STAFF

-  Basic Security Guards
-  CCTV Operator
-  Control Room Operator
-  Patrolling Guards
-  Bouncer
-  Security Supervisor
-  Project Manager
-  Health & Safety Officer
-  Safety Supervisor
-  Life Guards

2 AGRICULTURE AND MECHANICAL INDUSTRIES

-  Agricultural Machine Operator
-  Agriculturist
-  Agronomist
-  Driller
-  Gas and Diesel Mechanics
-  Heavy Equipment Mechanics
-  Heavy Equipment Operators
-  Pivot Technician
-  Under chassis Mechanics



PROJECT MANAGEMENT

- Contracts Engineer
- Cost Engineer
- Manager Proposal
- Operation Manager
- Planning Engineer
- Project Engineer
- Project Manager
- QA & QC Engineers
- Quantity Surveyors

HOTEL STAFF

- A/C Technician
- Administrative Assistant
- Baker
- Banquet Manager
- Cashier
- Chef D' Party
- Cleaners
- Dry Cleaners
- Executive House Keeper
- Executive Souse Chef
- Financial Controller
- Front Office Manager
- Front Office Staff

- General Technicians
- Head Butcher
- Service Provider Staff
- Restaurant Manager
- F & B Manager
- Fire Safety Engineer
- Maintenance Engineer / Stewards
- Waiters
- Room-Boys
- Cooks
- Housekeepers
- Barman
- Laundry man
- Barbers
- Butchers
- Delivery Boy

OFFICE MANAGEMENT

- Manager
- Accountant
- Salesman
- Typists
- Secretaries
- Receptionists
- Peons / Tea Boys / Photo Copies Machine Operator
- Documents Controller

OPERATIONS

- Forman
- Supervisors
- Assistant Supervisors



? HOSPITAL

-  Specialist in all Specialties
-  General Physicians
-  Pathologists
-  Pharmacists
-  Nurses (Male / Fe Male)
-  Radiologists
-  Medical Assistants
-  Dentists
-  Laboratory Technicians
-  Laboratory Helpers
-  Medical Transcribers

? SCHOOL

-  Professors
-  Lectures
-  Teachers
-  LAB Operators
-  Sport Assistants
-  Assistants
-  Clerical Staffs

? OTHERS

-  Airport Loaders
-  Aircraft Cleaner
-  Light Driver
-  Heavy Driver
-  Truck Driver
-  Limousine Driver
-  Trailer Driver
-  Welding Inspector
-  Painting Inspector
-  Dimension Controller
-  Piping Inspector
-  HSE Engineer
-  Fabricator
-  Fitters



Others Upon on Demand



WE SERVE TO:

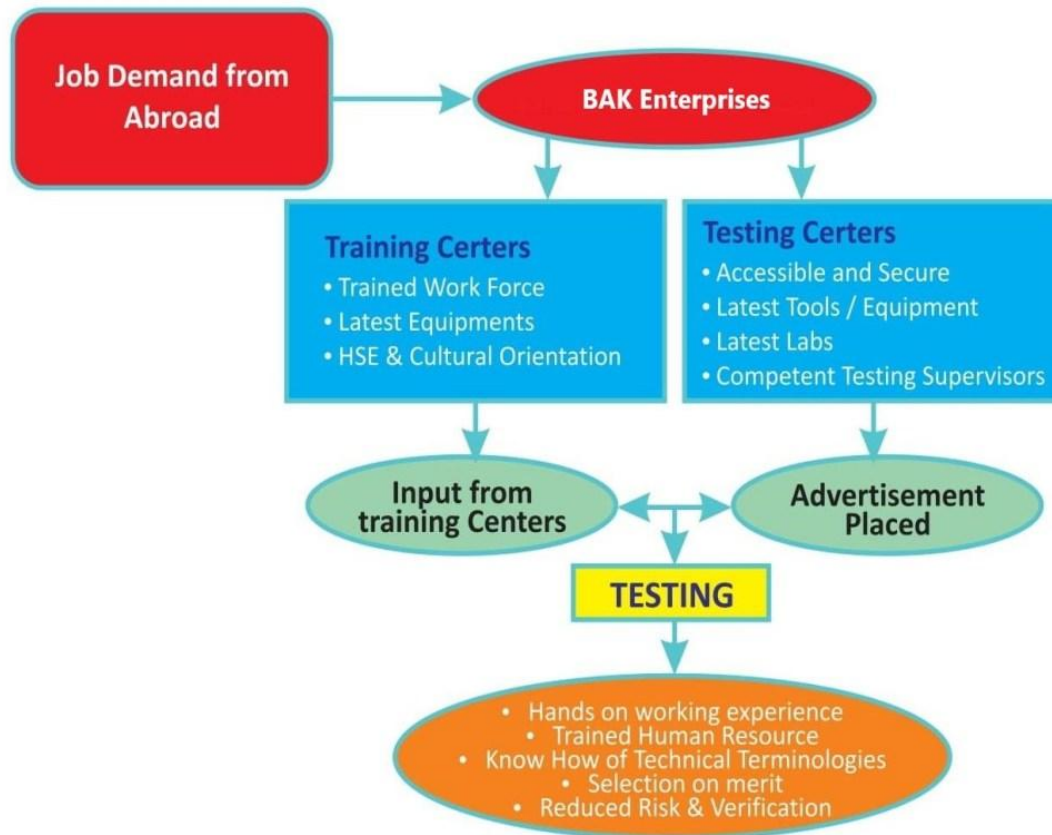




Why Burj Al-Khalifa Enterprises:

- Selection on Merit
- Highly Skilled Workforce
- Complete Documentations
- Trained Human Resources
- Cultural Awareness
- Complete Follow-up after Departure of Workforce

Where Burj Al-Khalifa Enterprises Adds Value





Our Team:

A dream team rarely happens. A team in which every individual known his responsibilities, has high spirits to excel and execute a positive attitude and finally it's team work that bears the fruit, pays the benefits. Every member of Burj Al-Khalifa enterprises team is talented and dedicated to his responsibilities. Ready to serve with a smile.

We at Burj Al-Khalifa Enterprises are well versed with our responsibilities, our experienced HR Panel comprises of leading Doctors, Engineers, Chartered Accountants, Lawyers and HR Consultants, An additional Panel of Specialist Engineers and technicians also available for specific selection of candidates. Clients individual objectives are first priority at the time of final selections.



**Muhammad Bashir
Bhatti Chairman**

Company Organizational Chart





OEP LICENSE: 3366/HRD/2013

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

Overseas Employment Promoter's Licence Renewal [Not – Transferable see rules 7 and 9(1)]

Licence No 3366 / RWP issued on 04/09/2013

authorizing Mr/Miss/Mrs Adnan Bashir Bhatti

of Messers Burj Al-Khalifa Enterprises

whose photograph is affixed above, authorising him/her to engage in assisting persons to emigrate for the purpose of employment by obtaining help to obtain, for them the necessary passage from Pakistan, subject to the provisions of the Emigration Ordinance, 1979 (XVIII of 1979), and the emigration Rules, 1979, is hereby renewed for the period 01/01/2021 to 31/12/2023

02 MAR 2021

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

Islamabad, Dated the 06/01/2021

Instructions and Conditions

1. The licensee shall carry this licence on his person whenever engaged in any work under the Emigration Ordinance, 1979, and the rules made thereunder and shall produce it on demand by a bonafide person including the emigrants' employers in foreign countries and any official of the Government of Pakistan in Pakistan or abroad.

2. Any licensee who causes, or assists in, the provisions of the Emigration Ordinance, 1979, in accordance with the law.

3. Any violation of the Emigration Ordinance, 1979, or the rules made thereunder, shall render him liable to any one or more of the following measures:-

(i) Suspension of licence;

(ii) Cancellation of licence;

(iii) Forfeiture of security money in part or full; and

(iv) Prosecution in a court of law under the said Ordinance and the Rules.

02 JUL 2021
NEW REGISTRATION

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

Overseas Employment Promoter's Licence Renewal [Not – Transferable see rules 7 and 9(1)]

Licence No 3366 / RWP issued on 04/09/2013

authorizing Mr/Miss/Mrs Adnan Bashir Bhatti

of Messers Burj Al-Khalifa Enterprises

whose photograph is affixed above, authorising him/her to engage in assisting persons to emigrate for the purpose of employment by obtaining help to obtain, for them the necessary passage from Pakistan, subject to the provisions of the Emigration Ordinance, 1979 (XVIII of 1979), and the emigration Rules, 1979, is hereby renewed for the period 01/01/2024 to 31/12/2026

Checked by Sumaira Yousuf
Assistant Director (Category IV)

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

Islamabad, Dated the 20/12/2023

Instructions and Conditions

1. The licensee shall carry this licence on his person whenever engaged in any work under the Emigration Ordinance, 1979, and the rules made thereunder and shall produce it on demand by a bonafide person including the emigrants' employers in foreign countries and any official of the Government of Pakistan in Pakistan or abroad.

2. Any licensee who causes, or assists in, the emigration of any person in contravention of the provisions of the Emigration Ordinance, 1979, or the rules made thereunder, shall be punishable under the law.

3. Any violation of the Emigration Ordinance, 1979, or the rules made thereunder, shall render him liable to any one or more of the following measures:-

(i) Suspension of licence;

(ii) Cancellation of licence;

(iii) Forfeiture of security money in part or full; and

(iv) Prosecution in a court of law under the said Ordinance and the Rules.



Burj Al-Khalifa Office (Main Office):

Office No. 301, 3rd Floor, Souvenir Arcade Plaza, Beside Shaheen Steel Mill, Opposite Zaildar House, Near Gulraiz Gate 3, High Court Road, Rawalpindi Pakistan.





Burj Al-Khalifa Enterprises

Overseas Employment Promoters

OPs & HRD 3366/RWP/2013

FOR FURTHER ENQUIRIES

Please Contact Us!!!!

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Zoom:

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<https://goo.gl/maps/gPQDncvpRzzu3EG19>

Contact Us in

Call & WhatsApp: