



Ahmad Mujtaba & Brothers

Overseas Employment Promoters
Licence No. OP & HRD/3628/RWP



INTRODUCTION

Ahmad Mujtaba & Brothers is an approved agency by the Government of Pakistan. Its is leading Company reputed for the Export of Manpower from Pakistan. We Believe that “Manpower Export is Scientific RT”. It is a process based on precise management right selection of personal for the right job and above all their timely export, which has always been our top priority.



Backed by many years of experience our credibility is well supported by our escalating prestige and success. we never consider our business on single deal basis with our valued principals. Our main objective are to have sustained growth record and so the post deployment follows up are always made a part of our continuing commitment of services to our client. Unfitness of personnel is our liability and we remain responsible.

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LICENCE AND CERTIFICATES



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 3628 / RWP issued on 13/03/2015

authorizing Mr/Miss/Mrs Aamir Iqbal

of Messers Ahmad Mujtaba and Brothers



Whose photograph is affixed above, authorising him/her to engage in assisting persons to emigrate for the purpose of employment by obtaining or helping 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.



Director General

Bureau of Emigration & Overseas Employment

Ministry of Overseas Pakistanis & Human Resource Development

Government of Pakistan

Islamabad, 22/12/2023

Dated the

Instructions and Conditions

1. The licensee shall carry this licence on his person whenever engaged in any work under 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 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 the following measures:-
 - (i) Suspension of licence;
 - (ii) Cancellation of licence;
 - (iii) Forfeiture of security money in part of full; and
 - (iv) Prosecution in a court of law under the said Ordinance and the Rules.

OUR TEAM



Amir Iqbal
Chief Executive
+92 300-9544245



Sardar Junaid Javed
Operations Manager
+92 312-5000984



Yasir Iqbal
Representative

Civil



- Civil Engineers
- Architects
- Junior Architects
- Site Supervisors
- Steel fixers
- Masons & Mason Helpers
- Tile fixers
- Block Setter
- Tile Fixture
- Marble Fixture
- Painter
- Building Painters
- Carpenters
- Shuttering Carpenter
- Finishing Carpenter
- Furniture Carpenter
- Surveyors
- Designers
- Labours

Mechanical



- Mechanical Engineering
- Foremen
- Elevator/lift Technicians
- Computer and Hardware Engineers
- AC, Fridge and TV Technicians
- Automobile Mechanics
- Mobile Heavy Equipment
- Mechanics
- Bulldozer Mechanics
- Scraper Mechanics
- Plumbers

Electrical



- Electronic Engineering
- Electrical Wiremen
- Electricians
- Electrical Contractors
- Generator Technicians
- Cable men
- Heavy Electrical Engineers
- Electrical generator technicians
- Automobile Wiring
- Technicians
- Telephone & Communication

Other



- Manager
- Chartered / Cost Accountants
- Banking Specialists
- Teachers
- Accountants
- Receptionists
- Medical Staff
- Bulldozer Mechanics
- Heavy Vehicles Driver
- Light Vehicles Driver
- Truck Drivers/loaders
- Forklift Operators
- Storekeepers
- Tailors
- Salesmen
- Barbers
- Jewellers
- Industrial Labour
- Cable Men
- Security Guards
- Watchman & Sweeper
- Gardner

International Recruitment Cycle



Visa Processing

01

Permission Request from
the Protector Office

Job Advertisement

02

03

Screening

Shortlisting & Documents Verification

04

05

Permission Request from
the Protector Oce

Medical Verification Examination

06

07

Finger Print Scanning

VISA Endorsement Process

08

09

Reservation & Ticketing

SAMPLE OF DEMAND LETTERS

http://mybusiness.chambers.sa/Forms/OnlineLetterViewRPT.aspx

رقم الوثيقة : 7097267

طلب عمالة Demand Letter

التاريخ : 14/02/2021 DATE : 14/02/2021
 لصاحب العمل وأخواله باور المحترمين
 M/s AHMAD MUTABA & BROTHERS
 ترخيص رقم : HRD/3628/RWP
 LICENSE NO. OP & HRD/3628/RWP
 Pakistan

بمستان

السالم عليكم ورحمة الله وبركاته ،،،،
 الرجاء التكرم باستقدام العمالة التالية وفقاً للشروط المذكورة
 أدناه بناءً على التكلفة المرصدة :

رقم التكلفة	رقم صاحب العمل	التاريخ
1302018500	7014715283	1442/06/25

الطلب	الوظيفة	الجنس	الراتب
1	سائق سيارة	35	1400+200
المجموع		35	

الشروط والمواصفات

التواصلات ، السكن : من ضمن الراتب
 مدة العقد : 2 سنة
 ساعات العمل في اليوم : 8 ساعات
 وستة أيام في الأسبوع
 وجميع الشروط الأخرى طبقاً لقوانين المملكة العربية السعودية
 ولجميع جهات العمل

أفيد بأن محمد بن صالح العيسى
 مدير عام الخدمات المشتركة والعلاقات الدولية

Dear Sir,
 Please arrange to recruit the following
 personnel
 On the Terms and conditions given below
 against the block visa :

VISA DATE	ID NUMBER	VISA NUMBER
1442/06/25	7014715283	1302018500

SALARY	QUANTITY	POSITION	SEX
1400+200	35	Driver all vehicles	1
		Total	

Terms and Conditions

Transportation, Accommodation : include in salary
 Period of Contract : 2 years
 Working hours per day : 8 hours
 days a week 6 &
 All other terms & conditions as per Saudi Labor Laws
 Thank you

Fahad Muhammed Saleh Alobisi
 G.M. shared services and intl relations

ملحظة هامة : صلاحية تقديم هذا الخطاب تكون في 15/08/2021

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التاريخ : 14/02/2021 DATE : 14/02/2021
 لصاحب العمل وأخواله باور المحترمين
 M/s AHMAD MUTABA & BROTHERS
 ترخيص رقم : HRD/3628/RWP
 LICENSE NO. OP & HRD/3628/RWP
 Pakistan

بمستان

السالم عليكم ورحمة الله وبركاته ،،،،
 الرجاء التكرم باستقدام العمالة التالية وفقاً للشروط المذكورة
 أدناه بناءً على التكلفة المرصدة :

Dear Sir,
 Please arrange to recruit the following
 personnel
 On the Terms and conditions given below
 against the block visa :

Service Agreement

This agreement is entered into dated 14/02/2021 between M/S Al Mawarid Manpower, Riyadh, "KSA, and (Herein after called the "First Party And M/S. AHMAD MUTABA & BROTHERS LICENSE NO. OP & HRD/3628/RWP "Herein after called the "Second Party)

The First Party will specify that vacancies to the Second Party in details and the Second Party will source the most suitable candidates to work as per the demand letter
 The Second Party will provide suitable candidates for all the required categories
 The First Party will make available to the Second Party all the relevant visas issued by the authorized Government Department
 The Second Party will deploy the selected workers as per the requirement of the First Party
 The First Party will fulfill all the conditions agreed upon by both the parties regarding accommodation, salary, working hours, overtime, and other conditions and make sure that the recruited workers are paid their monthly salary in time on regular basis
 The Second Party shall furnish medical report from a qualified doctor for the selected candidate certifying that the candidate is in good health and is free from all infectious diseases
 The Second Party hereby agrees to replace any workers found unsuitable or unfit for the job (or found medically unfit) free of cost within the probationary period of (3) month
 Both the parties here to have discussed all the above matters in detail and agreed to all the terms and conditions in this agreement and put their signature in two identical originals one to be kept by each party

For M/s AL Mawarid Manpower for M/s: AHMAD MUTABA & BROTHERS
 Fahad Muhammed Saleh Alobisi G.M. shared services and intl relations

ملحظة هامة : صلاحية تقديم هذا الخطاب تكون في 15/08/2021

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Licence No. OP & HRD/3628/RWP



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