

# COMPANY PROFILE



**JOLLY GEMINI** is one of the India's leading integrated Manpower Consultants, with subsidiaries that conduct business Nation wide. Our success is driven by our people and their unrelenting focus on delivering results the right way—by operating responsibly, executing with excellence, applying innovative technologies and capturing new opportunities for profitable growth. We are involved in virtually every facet of the Manpower recruitment industry.

**JOLLY GEMINI** act as a gateway to provide a wide range of recruitment selection services to companies. We are a dedicated team of professional consultants offering top of the line global manpower recruitment and selection services. Our services are available over a wide geographical area that spans across Asian markets, making us one of the leading HR firms.

## **OUR MISSION:**

At **Jolly Gemini**, we are committed to build outstanding manpower teams for our clients to compete in the global market. Our Mission is to provide the perfect match and solutions for the human resource needs of our clients through long-term client relationships built on experience, insight, teamwork and crystal clear dealings & clarity in all that we do.



### **OUR VISION:**

**Jolly Gemini** vision is to work in close co-ordination with our clients for their global manpower search requirements and provide value-added expertise during and after every assignment. Execute each and every assignment diligently and with integrity, adhere to the strict norms of the client's work culture and their code of ethics. Thoroughly check short-listed candidates' diligence, treat each and every candidate respectfully and provide guarantee period for each and every recruitment and selection.

### **BOARD SEARCH:**

At **Jolly Gemini**, Board search is a high-end recruiting solution, which provides exclusive services to those at the top. Our approach is focused on the C Level, i.e. CEO and those who are directly reported. The service has been specifically designed to address the requirements of diverse organizations across industries for acquiring talent that is critical, senior and niche. Through our Board Search service, we have created a sustained competitive advantage for our clients by helping them to identify talented business leaders demonstrating intellect, integrity and courage.

### **INDUSTRY VERTICALS:**

**Jolly Gemini's** passionate commitment to research, coupled with the comprehensive market intelligence, enables us in serving a wide range of industry verticals besides making us one of the leading HR firms. We are a team of professionals possessing specific domain knowledge, who work as dynamic practice groups with Trans global reach. Understanding the specific terms of code of ethics, management style, hiring practices and compensations norms, we at **Jolly Gemini**, provide specialized HR consultancy services and value added services and recruiting solutions to our clients.

### **FUNCTIONAL VERTICALS:**

**Jolly Gemini**, has the resources and the required flexibility to offer global manpower search to the businesses we serve. With our global contacts and resources, we have in-depth understanding of the relative code of ethics, management style, hiring practices and compensations norms of the different functional verticals. Today, more and more segments of the business world are becoming highly specialized. As a result, accurate knowledge and understanding of the specific industry and functional verticals - especially in highly regulated environments - is essential to ensure the successful and timely result of each search effort.

### **CLIENT SERVICES:**

**Jolly Gemini** is committed to achieve maximum customer satisfaction, we offer personalized executive recruitment services with the objective of meeting the individual specific requirements of our clients in a most efficient manner. Our range of manpower recruitment services includes Executive Search & Selection, Advertised Selection and Vendor Management Services.

### **EXECUTIVE SEARCH & SELECTION:**

**Jolly Gemini** manpower search services are designed with the objective of finding suitable individuals for our clients with unique skills and qualifications and to provide our customer the top position in the industry.

### **EXPERIENCE TEAM:**

**Jolly Gemini** is a manpower search agency with a team of highly experienced consultants, who work with the highest integrity to ensure best fitting leadership solutions for each manpower recruitment assignment. All our consultants have prior work experience in India's leading corporations and human resource consulting firms.

### **SOPHISTICATED TECHNOLOGY:**

**Jolly Gemini's** another key component to the manpower search process is our proprietary technology. We are equipped with a real-time and Trans global industry database having rich information loaded with record number of candidates. These resources assist in accessing top manpower coupled with our consultants' extensive personal contacts.

### **ADVERTISED SELECTION:**

**Jolly Gemini** traditional manpower search techniques and print advertising enable us in searching manpower across the cross-functional levels. This manpower recruitment approach facilitates us to widen the reach of candidate base and if required, enable us in identifying individuals with non- traditional leadership qualities. On the basis of their experience and potential, it has proved to be a highly effective way of manpower recruitment.

### **RESEARCH & SPECIFICATION:**

In the research and specification phase, we thoroughly research and study the client's company, including their particular business needs and strategies, financial and market positions and work culture of the company. This helps us in defining and setting the key responsibilities of the role.

### **DEVELOPMENT & PLACEMENT OF ADVERTISING:**

During the development and placement of advertising phase, we discuss with our client about the advertising copy giving information of the timing and placement of the advertisement, thereby ensuring client's confidentiality where required.

### **TRADITIONAL MANPOWER SEARCH FOLLOWS THROUGH:**

Once the initial screening of respondents is over, the traditional search process for manpower recruitment begins. Before providing the client the short-listed highly qualified candidates, we meet all the candidates and question comprehensively for rigorous checking of references.

### **GLOBALSCOPE:**

In 2015, Jolly Gemini has recruited and deployed more than 5000 jobseekers to the Persian Gulf countries and Jolly Gemini has a motto and aim in deploying not less than 10000 apt candidates in the year of 2016 for our esteemed clients. Our manpower marketing network supports outlets on six branches and many more counter parts in the other countries like Nepal, Sri Lanka, Bangladesh & Pakistan

### **INTEGRITY:**

We are honest with others and ourselves. We meet the highest ethical standards in all business dealings. We do what we say we will do. We accept responsibility and hold ourselves accountable for our work and our actions.

### **TRUST:**

We trust, respect and support each other, and we strive to earn the trust of our colleagues and partners.

### **PARTNERSHIP:**

We have an unwavering commitment to being a good partner focused on building productive, collaborative, trusting and beneficial relationships with governments, other companies, our customers, our communities and each other.

### **DIVERSITY:**

**We learn from and respect the cultures in which we work. We value and demonstrate respect for the uniqueness of individuals and the varied perspectives and talents they provide. We have an inclusive work environment and actively embrace a diversity of people, ideas, talents and experiences.**

### **PROTECTING PEOPLE & THE ENVIRONMENT:**

**We place the highest priority on the health and safety of our work force and protection of our assets and the environment. We aim to be admired for world-class performance through disciplined application of our Operational Excellence Management System.**

### **HIGH PERFORMANCE:**

**We are committed to excellence in everything we do, and we strive to continually improve. We are passionate about achieving results that exceed expectations — our own and those of others. We drive for results with energy and a sense of urgency.**



### **Our Values**

**People-** The best available resources developed and cultivated for specific jobs.

**Professionalism-** To the core of our business with a transparent approach.

**Partnership-** Working with some of the leading Recruiters in India & abroad and Extending our support to more.

**Perfection-** A balanced approach based on Demand and Supply.

**Passion-** To become the most trusted and best service provider in this industry.

### **OUR RECOGNITION.**

**We have awarded with an appreciation by the Hon'ble Former Judge, Supreme Court of India Sri.V.R.Krishna Iyer, in recognition for the outstanding and commendable contribution to the society in the field of overseas manpower recruitment service in this country since 1986.**

**JOLLY GEMINI** holds a valid accreditation registration vides: B-0540/KER/PART/1000+/5/2170/1987, Issued under the Ministry of Overseas and Indian Affairs, Government of India, New-Delhi, in the HR recruitment arena for over two and half decades with impeccable track record of providing the best recruitment related services to our clients.

**OUR ADMINISTRATIVE OFFICE:**

**M/s. JOLLY GEMINI MANPOWER CONSULTANTS,  
F-120–121, Pioneer Towers, Marine Drive,  
Cochin-682 031.  
Kerala, South India.**

**Tel : 91 484 2371776, 2371033, 4025291, 4025292**

**FAX : 91 484 2361880**

**Mobile: 91 9846041033-Mr.James Abraham-Managing Partner.  
91 9048804831-Mr.M.J.Joseph, Vice-President (C.C.C.D)**

**E-mail: [jollygeminija@gmail.com](mailto:jollygeminija@gmail.com)**

**Web: [www.jollygeminijobway.com](http://www.jollygeminijobway.com)**

**OUR DELHI OFFICE ADDRESS :**

*Jolly Gemini Manpower Consultants,  
321, Harinagar, Ashram,  
NEW DELHI- 110014  
Mob. 9953422435, 8745878790  
Tele no. 011-26342421  
Contact Person : Ms. Liza*

**OUR MUMBAI OFFICE ADDRESS :**

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Mira Road East Mumbai - 401107  
Tel: +91 9967016661, +91 9029029098*

**JOLLY GEMINI** with its Head Quarters at Kochi, with branch network in Gujarat, Hyderabad, Vizakapatnam, and Associate Offices in Delhi, Bangalore, Mumbai & Chennai. Overseas offices are functioning from Bahrain, Dammam, Riyadh, Jeddah, Dubai, Abu Dhabi to provide effective and on the spot services to our clients from these territories and also controlling our growth and networking with as much clients as possible and expanding steadily.

With our professionalism in recruitment business for more than two and half decades, we have been deploying our manpower to different countries such as KSA, Singapore, Malaysia, Qatar, Abu Dhabi, Oman, Bahrain, Kuwait etc. among all other regions.

### **OUR PAST ACHIEVEMENTS:**

Ours is an ISO 9001:2015 certified company and it is really a matter of Pride that we have had the unique opportunity to serve a Good number of Organizations in G.C.C. during the past two and half decades with our dedicated Services.



**For your ready reference, a few of the Main Establishments, Ministries and Manufacturing company's names are given below:**

**Arabian Fal Limited Company  
DONG IL Industry & Partner LLC Construction-Oman, Abu-Dhabi & Singapre.  
S.K. Engineering & Construction Co Ltd-Kuwait.  
G.S.Engineering Company. Abu-Dhabi.  
Wonu International, Dubai.  
TAISEI Corporation –Dubai.  
Fujita Corporation-Dubai.  
Penguin Engineering co., Dubai.  
Metal Works Co, Jeddah.  
Abdullathif Al Arfaj (SAUDI AIRCON).  
Abdullah Al Shuwayr Co., Dammam.  
Maher & Mazen Al Saeed Co., Al Khobar.  
Saudi Steel Galvanizing Industries, Dhahran.  
Saudi Construction Co., (S.C.C.) Riyadh.  
Gulf Jadawel International – Al Khobar.  
Sahmi Zuman Al Hajri Contracting Est. Al Thoabah.  
Saleh & Abdullah Al Shwail Co – Tanura.**

**Al Kaabi Establishment – Dammam.  
Khalid Al Mulhem & Bros Co (KAMCO).  
Offset Arabia L.L.C. Dammam.  
Contracting & Trading Co., (CAT) Riyadh.  
Supreme Foods-Saudi Arabia.  
Salman Al Duhain Sons-KSA.  
Al Gaswa Co., KSA.  
Sheik Suwaikath contracting Company Al-Khobar.  
Fathima Group of Companies (U.A.E.).  
National Food Products Co – Abu Dhabi.  
Power Point – Dubai.  
Verger–et-Delporte Ltd – U.A.E.  
Indus Engineering Co, U.A.E.  
Al Neefa Contracting.  
Oasis Pure Water Factory L.L.C. – Sharjah.  
Dutch Foundation – Abu Dhabi.  
Pivot Engineering Co-Abu Dhabi.  
Danway Engineering Co., – Dubai.  
Drake & Scull Ltd – Sharjah.**



**Perfect Group of Companies – Sharjah.**  
**Ellenco Engineering Co., – Abu Dhabi.**  
**Memer Group of Companies – Qatar**  
**Qatar Transport Co., Qatar.**  
**Qatar National Plastic Factory – Doha.**  
**Asia Public Relation Service – Bahrain.**  
**Al-Rawafid Engineering & Cont .Co., U.A.E.**  
**Wonu International, Dubai.**  
**Bin Hafeez Est. – Abu Dhabi.**  
**National Project & Cont. – U.A.E.**  
**Sayed Hamid Behbehani & Sons Co WLL – Kuwait.**  
**Ansar Gallery-Dubai, Qatar, Bahrain.**  
**Mannai Group of Companies, Qatar.**  
**Aramex Courier, KSA.**  
**Rahab Construction Company,Riyadh,KSA.**  
**Al-Hokkair-KSA.**  
**Al-Suwaitket-KSA.**  
**Nasser.s.Al Nasser Est-KSA.**  
**Asyad International-KSA.**  
**North West Armed Force Hospital, MODA, Thabuk**  
**Defense Force Hospital, Bahrain.**  
**Ministry of Defense Aviation (MODA) Dhahran,K.S.A. (Maintenance)**  
**Air Base Hospital, Dhahran,**  
**Ministry of Defense, Madeena.**  
**Abdul Aziz Humanitarian Hospital,Riyadh.**  
**Armed Force Hospital,Najran.**  
**King Fahad Military Medical Complex,Dehran.**  
**Security Force Hospital,Dammam.**  
**King Abdul Aziz Navel Base Hospital,Jubail.**  
**Armed Force Hospital Taif Region.**  
**Royal Commission,Jubail & Yanbu.**  
**Dr. Fakhry & Al Rajhi Hospital – Al Khobar.**  
**Gulf Specialist Hospital.**  
**Al-Haza Hospital.Al-Haza.**  
**Al Moosa General Hospital–Al-Haza.**

### **IATA TICKETING DEPARTMEN:**

**Our sister concern is in the field of Travel and Tourism, operating from Kochi, Kerala, for the last fourteen years. We are one of the accredited travel Agents of IATA in India. We take advantage to give priority to our candidates. This will further help us the timely movement of workers from India with out any delay in arranging tickets and its formalities.**

### **ROYAL BLUE SKY TRAVEL & TOURISM PVT. LTD.**

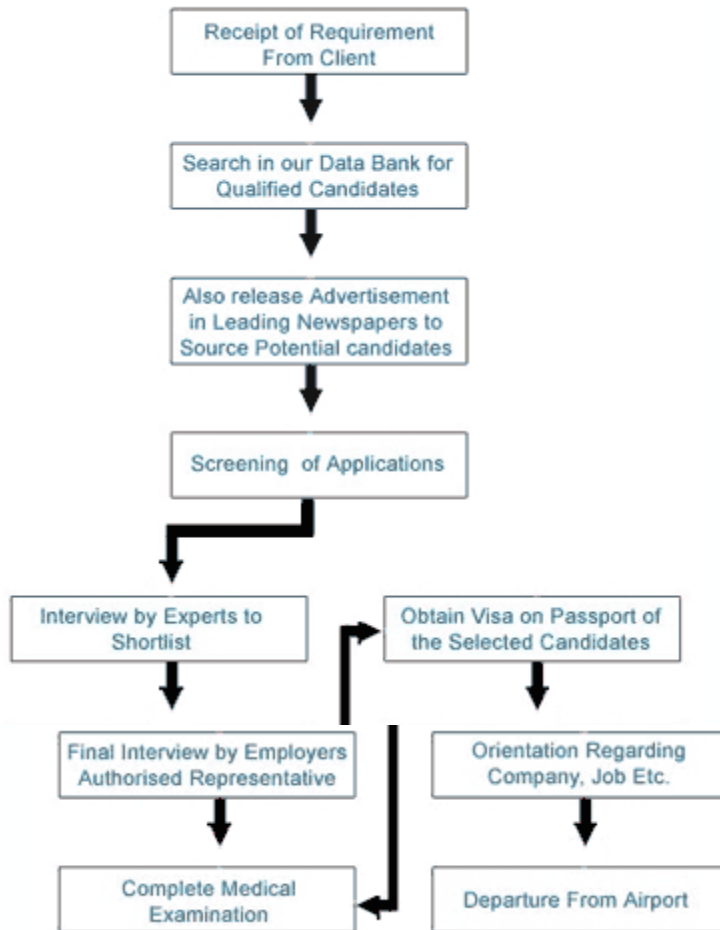
**129/130, 1st Floor, Pioneer Towers,  
Marine Drive  
KOCHI-682 031  
Tel: +91 484 2380796/2380797/2374592  
Fax: +91 484 2374596,E-mail:bsky\_travel@hotmail.com  
Website: www.royalbluesky.com (under renovation)  
Mob: +91 98460 41033/9048804831/9037004831.**

### **TRADE TESTING CENTRE:**

**We run our Testing Centers in Kochi and Vizakapattinam, where we arrange all types of trade testing, after conducting Interviews by our clients. Apart from conducting testing, we also provide training & organizing orientation seminars by highly professionals and generate sufficient enough skilled workers such as Welders, Fabricators, Pipe Fitters, Electricians, and Masons, Carpenters & so on.**

## OUR PROCESS.

### HOW IT WORKS



**The above flow-chart shows the highly effective and time-tested method in which we shortlist our candidates whom we depute to our Clients.**

**We make sure that the selected candidate possess all the required documents and get the flights booked as well, through our own travel agency.**

**In case of interview based selection, we cordially invite our esteemed Clients or their representatives to visit us and enjoy the full support and the traditional welcome & hospitality from our in-house arrangements, inclusive of choicest 5-Star accommodation and all other requisites for an impartial and reliable selection of the relevant candidates.**

**We believe in long-term relationship and client's satisfaction is our prime concern and we do take a good care of that. We always think that when a good service and a helping hand joined together, it's always gives us a better result. Whenever a company grows, it means that huge quantity of good persons and talent minds are behind that.**

**JOLLY GEMINI'S** innovative & professional approach ensures its success in the rapidly changing & growing world of Human Resources.

**Please visit our website: [www.jollygeminijobway.com](http://www.jollygeminijobway.com) – A One Stop Solution for all your HR requirements and to know more about our organization and our service to GCC countries.**

**Kindly get back to us with your favorable work orders.**

**We remain and looking forward to work with your esteemed organization for our mutual benefit in the years to come.**

**Thanking and assuring you of our best services, at all times.**

**M.J.Joseph,  
Vice-President,  
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**THANK YOU**