



PHINA CONSULTANTS LTD
VALUE DRIVEN - SOLUTIONS CENTERED



TECHNICAL PROPOSAL

TO PROVIDE HUMAN RESOURCE
OUTSOURCING AND CONSULTANCY SERVICES

SUBMITTED TO:
BY: PHINA CONSULTANTS LIMITED (PCL)



INTRODUCTION

The current economic climate is forcing organizations to explore strategic tactics to remain competitive and profitable. Human Resources is essential to corporate governance. Great HR teams multiply the effectiveness of your most valuable resources: people. You almost certainly need to invest in experienced minds to guide your brand onward and upward to help you avoid many pitfalls.

Phina Consultants Limited provide Smart and Cost Effective Human Resource Outsourcing Solutions for Companies and Organizations Worldwide. We offer comprehensive recruitment and staffing solutions that will save your company time and money, ultimately helping you meet your hiring needs.

Why Outsource

- Allows your management to focus on core business
- Access to best workplace practices and thought leadership
- Dedicated and Quality service
- Simplification and standardization
- We Support your future growth and strategy

Why Choose PCL?

Custom Solutions

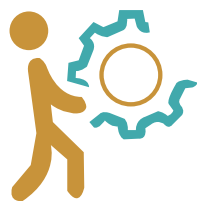
We realize that every business is unique. That is why at Phina Consultants Ltd we take pride in customizing our solution to meet the individual, company and organizational needs of our clients. We collaborate, think outside the box, and design solutions that is cost effective and efficient.

Highest Quality

When you outsource, quality is everything. We only hire the best to ensure we represent your business with the utmost professionalism. We aim for the best, and most cost-effective staff!

Total Data Security

We maintain strict information security controls which mitigate and eliminate threats in order to protect our client's data.



WHAT WE DO

- Personnel outsourcing
- Recruitment/Talent Search and Placement:
- Training & Development.
- Documents verifications
- Performance Appraisal Management
- Human Resource Policies and Procedures
- Human Resource Administration
- Wage Compensation Audit.



SERVICES SUMMARY



Personnel outsourcing

We outsource and manage professionals, skilled, technical and unskilled personnel at all levels on a short to long-term basis. We can take over/acquire your existing employees into our organization and if you do not have enough, we will provide a great choice from our robust database of skilled manpower. Our service frees our clients from stress and labor union hassles and assures them of high capacity utilization and productivity at all times.



Recruitment/Talent Search and Placement:

We effectively manage clients' recruitment, selection and placement through a seamless process to fill available openings. For clients' strategic positioning and performance, we take-over/acquire, place and nurture staff under our employment to meet the client's expectation.

With this tool, our clients are focused to deal with change and to sustain good succession management.



Training & Development.

We assess your staff's skills, identify and recommend training needs in relevant areas to keep their skills/competencies updated and aligning them with the client's goals.



Documents verifications

Compliance with employment verification requirements in today's complex hiring environment, particularly in light of the COVID-19 pandemic has proven challenging

We carry out the process of checking personal references, employment history, education credentials and all other testimonials submitted against original documents.



Performance Appraisal Management

We develop, review and manage your employee's performance and reward systems through regular review using well designed Key Performance Indicators(KPI). We believe in adequate staff rewards to motivate performance.



Human Resource Policies and Procedures

We develop, review and update HR policies. Through our well-designed documents and manuals, we ensure that our clients comply with the statutory requirements and labor laws.



Human Resource Administration

PCL. Offers general HR support like Contracts drafting, onboarding of new personnel, interviews and operations.



Wage Compensation Audit.

We conduct annual audit to clients on salary/ wages compensations against the market rate.

Cost Summary



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