

# Overseas Trade Centre LLP



- **Address:** UGF-4 C-5 Park Road, Lucknow - 226001
- **Telephone:** +91 5567 355286
- **Address:** Hata-Kushinagar, India-274203
- **GSM (Mobile)** +91 9838898820
- **Email ID:** info@overseastrade.co.in
- **Website:** www.overseastrade.co.in



Overseas Trade Centre a  
Multi Facilitated Training and  
Skillling Recruitment Agency  
of India

# Overseas Trade Centre LLP



Mobility & Migration of Indian Diaspora through Human Resources & Recruitment Company of India contributed substantially to the economy of India as Huge Diaspora of about 35 million Indian Blue collar skilled workers contributed 2.5% of the total GDP of India.

Overseas Trade Centre have established effective process o of recruitment and the mobilization & adhered to the client's s norms & the Parameters. Overseas Trade Centre is one of the approved trade test centre for Skill test in our own premises & The Trade Centers are fully equipped with the testing facilities of the International standards.

Human resources/ skilling and Mobility have established International standard of the Infrastructure & facilities to employ proficient professionals have made us prominent amongst the valued International customers. As we continue to grow, and dedicated to explore new avenues & opportunities to the perspective job aspirants. We continue to reach to the landmark of affordable solutions of the challenging environment of employment in India.



We are dedicated to offer outstanding Services, technologically advanced data base, and new solutions of opportunity for manpower needs off our International clients through skilled manpower.

Sultanate of Oman based Indian Ambassador of India His Excellency Anil Wadhwa (IFS) recognized our credential& efficiency of services of Recruitment & Mobility of Overseas Trade Centre in the year of 2009 -2010.



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# About Us

Overseas Trade Centre LLP is a dedicated and a one stop manpower recruiting agency of India, emphasizes on Skilling the labors through training & orientation of global standard of Recruited labors of diverse range of Contracting & Engineering, Petrochemical, Oil & Gas & Service and hospitality and facility management the sincerity of our team have established us as a fast growing recruitment industry in India with repute.

The successful track record of the mutual business understanding with the International Clients of divers' range of the skilled categories of the dedicated services has encouraged us substantially.

## Our Business Terms

Our business terms are very reasonable and flexible to our valuable client. We are dedicated & remain open for any queries to resolve amicably on fingertips.



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# Our Strength

- The dedicated team spirits of the well experiences Staff to respond quickly.
- Online & off line selection faculties.
- Efficient technical Staff of Training and skilling.
- Overseas Trade Centre have offices across India
- Decentralized offices with all modern facilities and equipped testing facility centers.
- Responsive and dedicated Team.
- Flexible to our clients for any mutual discussion on issues related to workers.

Overseas Trade Centre executes a rigorous and high depth of selection process. During our assessments, we concentrate to check level of skills, efficiency, qualifications of the candidates & the productivity.

Our objective is to maintain a diversity of technique to the challenging the competitive recruitment industry & guarantees that the selected candidates are nothing but the best available in the Market.

## **Some of the salient features that help us stand apart in international markets are as follows.**

- We are committed to providing a constructive & value added benefits to our clients.
- Our professional's team of progressive service support to our clients.
- Our large connectivity across India and the associates of training & skilling centres produces the diverse range of categories to meet up the clients requirements.
- We are very much flexibly in honoring clients services.



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# Services Offered

- Manpower Recruitment
- Training & Skilling
- Trade Test Facilitation
- Orientation & Emigration
- Skill Upgradation



## Global Manpower Recruitment

Overseas trade Centre LLP have established since two decades before Nearly 20 years in the recruitment industry and have connected people across the world including GCC & middle east countries to keep Indian Diaspora to the remarkable position.

### A. RECRUITING

Overseas Trade Centre LLP has established a setup of TRADE, Training & TESTING Centers of the International Standard across India to all the potential territory.

### B. TRAINING & SKILLING CENTERS.

The established testing and training centers recognized by the MSME/NSDC /START Ups and other Governments authorities ensures the quality and productivity of the workers to our reputed clients.

- Screening of application.
- Trade & Skill Testing
- Medical Fitness Test.
- Documentation for Visa Application
- Employment & Visa Processing
- Pre Departure Orientation & Skill Verification.
- Ticketing
- Deployment



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# Trade Test Facilitation Services

Clients often leveraged with the large scale transactions in all the new geography to fulfill their need of workers & we bring the Skills of Trust to fulfill the need of trust together.



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# Resource Management Consultancy

We have established ourselves as a distinguished name in the field of offering reliable and skilled human resource and management services. Overseas Trade Centre offers a wide range of services of **White Collar & Blue collar Labors recruitment, hospitality crews & infrastructure and heavy construction, oil and gas, refinery, fertilizer and petrochemical industry, EPC & MEP recruitment Oil and glass, Heavy engineering and power project.**

Our services are highly acclaimed by clients for their economical pricing, effective management and result-oriented approach.

We have persistent professionals who undertake the complete assignments in a systematic manner to ensure the optimum results.

## Our Services Comprises:

- Human Resource Services
- Hospitality Recruitment Services
- Logistics Recruitment Services
- Civil Recruitment Services
- Oil & Gas Recruitment Services
- Engineering Recruitment Services
- MEP Recruitment Services
- Petrochemical and Refinery Recruitment Services
- EPC Contracting Recruitment Services
- Hospital Recruitment Services
- Security Service Recruitment Services
- Steel Plant Recruitment Services
- International Recruitment Services



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# Establishment Registration Certificate



## एजेंसी का विवरण

### PARTICULARS OF THE AGENCY

1. एजेंसीकरण प्रमाणपत्र सं.  
Registration Certificate Number B-2107/UP/PART/10001/15/10424/2023
2. एजेंसी का नाम  
Name of the Agency M/s Overseas Trade Centre LLP
3. एजेंसी के कार्यालय का पता  
Office Address of the Agency 1<sup>st</sup> Floor, NH-28, Service Road, Near Fal Mandi, Hala, Kushinagar, Uttar Pradesh-274203
4. एजेंसी की प्रकृति (कंपनी/स्वायत्त फर्म/साझेदारी फर्म)  
Nature of Agency (Company/Proprietorship firm/Partnership firm) Partnership LLP
5. पं. प्र. धारक का नाम  
Name of RC Holder Shri Mujahid Hussain Khan
6. पं. प्र. धारक के जन्म की तारीख  
Date of birth of the RC Holder 01/08/1962
7. पं. प्र. धारक की राष्ट्रियता  
Nationality of the RC Holder INDIAN
8. एजेंसी में पदनाम  
Position in the Agency Managing Partner

9. एजेंसी की दूरभाष सं.  
Telephone Number of the Agency 98388770124/28789998
10. एजेंसी की फैक्स सं.  
Fax Number of the Agency -
11. एजेंसी का ई-मेल पता  
Email address of the Agency info@overseastrade.co.in
12. पं. प्र. जारी करने की तारीख  
Date of issue of RC 06/12/2023
13. वैधता अवधि / Period of validity  
from 06/12/2023 से / to 14/11/2028 वर्ष / Years तक
14. वैधता समाप्त होने की तारीख  
Date of expiry of validity 14/11/2028
15. वर्तक के लिए श्रमिकों की सीमा  
Limit of workers to be recruited 1000 (unlimited)

एजेंसीकरण प्राधिकारी का  
हस्ताक्षर, नाम और मोहर  
SIGNATURE, NAME AND SEAL OF  
THE REGISTERING AUTHORITY

उपस्थानीय महासंरक्षी  
Protector General of Emigrants

प्रमाणपत्र सं. ख  
CERTIFICATE NO. B

2107/UP/PART/10001/15/10424/2023

प्रपत्र-V  
भारत सरकार  
विदेश मंत्रालय  
प्रमाणपत्र  
Form - V



GOVERNMENT OF INDIA  
MINISTRY OF EXTERNAL AFFAIRS  
CERTIFICATE

[नियम 10 (2) देखें]  
[See rule 10 (2)]

भारतीय श्रमिकों को विदेशी नियोजकों के पास नियोजन हेतु भर्ती करने का व्यवसाय शुरू करने या चलाने हेतु उपवास अधिनियम, 1983 की धारा 11 के अधीन प्रमाणपत्र प्रदान किये जाने हेतु आवेदन दिनांक 10/08/2023 के संदर्भ में मैसर्स

को उक्त प्रमाणपत्र एतद्वारा इस प्रमाणपत्र को जारी करने की तारीख से निम्नलिखित निबन्धन और शर्तों पर प्रदान किया जाता है, अर्थात् :  
With reference to the application dated 10/08/2023 for grant of a Certificate under Section 10 of the Emigration Act, 1983 to commence or carry on the business of recruitment for deployment of Indian workers with foreign employers, M/s. Overseas Trade Centre LLP, is hereby granted the said certificate effective from the date of issue of this certificate, Subject to the following terms and conditions, namely:

- (i) कि यह व्यवसाय / that the business shall be conducted at 9<sup>th</sup> floor, NH-28, Service Road, Near Fal Mandi, Hala, Kushinagar, Uttar Pradesh-274203 में किया जाएगा।

- (i) कि यह प्रमाणपत्र 1000 (unlimited) श्रमिकों की भर्ती हेतु होने तक, जो पहले हो, वैध रहेगा। निम्नलिखित शर्तों से पहले निम्नलिखित संख्या के श्रमिकों की भर्ती पूरी हो जाने की स्थिति में प्रमाणपत्र धारक को वास्तविक मींग का सख्त प्रस्ताव करने और नियम 4 के प्रा. नियम (2) के अधीन वास्तविक प्रमाणित प्रस्ताव करने पर प्रमाणपत्र की वैधता अवधि पूरी होने तक नहीं बढ़ाई जा सकती।  
that this certificate is valid for a period of 10 years or till the completion of the recruitment of 1000 (unlimited) workers, whichever is earlier. In the event of the recruitment of the specified number getting completed before the specific period, the holder of the certificate can be permitted to continue recruitment upto the expiry of the certificate on production of evidence of actual demand and on furnishing additional security under sub rule (2) of Rule 8;
- (ii) कि प्रमाणपत्र धारक यह व्यवसाय निरंतर/निरंतर/व्यक्ति के हस्ताक्षर और मोहर के अंतर्गत करेगा और यह प्रमाणपत्र हस्तांतरणीय नहीं होगा।  
that the holder of the certificate shall conduct business under signatures and seal of the director / partners / proprietor and the certificate shall not be transferable;
- (iii) कि इस एजेंसीकरण प्रमाणपत्र की एक फोटोकॉपी व्यवसाय-परिसर में एक व्यापक स्थान पर प्रदर्शित की जाएगी और प्रमाणपत्र धारक को प्रमाणपत्र के अंतर्गत व्यवसाय करने के लिए प्रमाणित करने हेतु प्रमाणित किया गया होगा। मूल प्रमाणपत्र उपस्थान प्राधिकारी/विदेशी प्राधिकारी और निदेशकों द्वारा होने वाले पर प्रस्तुत किया जाएगा।  
that a photocopy of this registration certificate shall be prominently displayed at a conspicuous place in the premises of the business. Also, a copy attested by the registering authority with an endorsement of having authorized the recruiting agent to carry on the business at additional premises, if any, shall be displayed at a conspicuous place in the business premises of such Branch Office, Original Certificate shall be produced on demand by the emigration authorities/enforcing authorities and employer;

- (a) trunk dialing and international dialing facility, fax, computers and other office amenities as may be specified by the registering authority by order in writing.
- (b) कार्यलय कर्मचारियों के लिए वर्क स्टेशन।  
work stations for the office personnel,
- (c) इंटरनेट सुविधा, ई-मेल अकाउंट और वेब पोर्टल जिसमें वर्तक एजेंट, एजेंसीकरण प्रमाणपत्र की वैधता की तिथि, वैधता की गई सेवाएं, सेवाओं की लागत, सेवा प्रदाता का पुराना करने का तरीका, समस्याओं के निदान हेतु उपस्थान प्राधिकारी के लिए उपलब्ध उपचार, नौकरी, नियोजकों और संविदा नियमों के साथ-साथ श्रित में की गई भर्तियों सहित उपलब्ध विवरणों और ऐसे अन्य विवरण जैसा कि निम्नलिखित आदेश में एजेंसीकरण प्राधिकरण द्वारा निर्धारित किया जाए।  
Internet facility, email accounts and a web portal containing detailed information about the recruiting agent, the validity status of the registration certificate, the services offered, the cost of services, the mode of payment of service charges, the remedies available to emigrants for redressal of grievances, vacancies available along with the details of the jobs, the employer and the contract conditions as well as the recruitments made in the past with such particulars as the registering authority may specify by order in writing.
- (d) पर्याप्त और उचित रूप से प्रशिक्षित स्टाफ।  
adequate and duly trained staff,
- (e) एक सूचनापत्र, जो व्यवसाय परिसर के सामने की ओर लगाया गया हो या ऐसे लगाया गया हो जो कार्यलय परिसर के बाहर से लोगों को सूचना देता हो, जिसमें वर्तक एजेंट का नाम और एजेंसीकरण संख्या और एजेंसीकरण का वर्ष उल्लिखित किया गया हो।

- (e) a signboard, to be displayed in front of the business premises or so fixed that it is conspicuously visible to the public from outside the office premises indicating the name and the registration number of the recruiting agent and the year of registration;
- (f) वह विशुद्ध टेक के लिए सभी उद्योगों की भर्ती करना चाहता है उसके औपचारिक परीक्षण का प्रबंध।  
arrangements for skill testing for the trades for which he recruits the intending emigrants.

तारीख और स्थान :  
Date and Place : New Delhi

एजेंसीकरण प्राधिकारी का हस्ताक्षर,  
नाम और मोहर  
Signature, name and seal of the Registering Authority.

उपस्थानीय महासंरक्षी  
Protector General of Emigrants

- (i) यह एजेंसीकरण प्रमाणपत्र उपवास अधिनियम, 1983 की धारा 11 के अधीन इस एजेंसी को जारी किया गया है जिसके विवरण इस प्रमाणपत्र में दिये गये हैं जो इस प्रमाणपत्र को जारी करने के लिए आवश्यक शर्तों को पूरा करने के लिए निदेशकों के पास निम्नलिखित हेतु भर्ती करने का व्यवसाय इस प्रमाणपत्र में निर्धारित शर्तों और निबन्धनों पर शुरू किया जा सकता है।  
THIS REGISTRATION CERTIFICATE IS ISSUED UNDER THE PROVISION OF SECTION 11 OF THE EMIGRATION ACT, 1983 TO THE AGENCY WHOSE PARTICULARS HAVE BEEN GIVEN IN THE CERTIFICATE TO COMMENCE OR CARRY ON THE BUSINESS OF RECRUITMENT FOR DEPLOYMENT OF INDIAN WORKERS WITH FOREIGN EMPLOYERS WITH EFFECT FROM THE DATE OF ISSUE OF THE CERTIFICATE AND SUBJECT TO THE TERMS AND CONDITIONS STIPULATED IN THE CERTIFICATE.

एजेंसीकरण प्राधिकारी का हस्ताक्षर,  
नाम और मोहर  
Signature, name and seal of the Registering Authority

उपस्थानीय महासंरक्षी  
Protector General of Emigrants



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# Quality Research Organisation



## Certificate of Registration

This is to certify that

### OVERSEAS TRADE CENTRE LLP

NH -28 NEAR FAL MANDI, BUS STATION ROAD  
HATA – KUSHINAGAR UP - 274203, INDIA

has been independently assessed by QRO  
and is compliant with the requirement of:

**ISO 9001:2015**

### Quality Management System

For the following scope of activities:

**PROVIDING HUMAN RESOURCE AGENCY, MANPOWER  
RECRUITMENT, VISA EMIGRATION, AND AIR TICKET.**

Date of Certification: 15th May 2024  
1<sup>st</sup> Surveillance Audit Due: 14th May 2025

2<sup>nd</sup> Surveillance Audit Due: 14th May 2026  
Certificate Expiry: 14th May 2027

**Certificate Number: 305024051501Q**



*Chuman In..*  
Head of Certification

Validity of this certificate is subject to annual surveillance audits to be done successfully on or before 365 days from date of the audit.  
(In case surveillance audit is not allowed to be conducted: this certificate shall be suspended / withdrawn).

The Validity of this certificate can be verified at [www.qrocert.org](http://www.qrocert.org)

This certificate of registration remains the property of QRO Certification LLP, and shall be returned immediately upon request.

India Office : QRO Certification LLP

142, 11nd Floor, Avtar Enclave, Near Paschim Vihar West Metro Station, Delhi-110063, (INDIA)  
Website : [www.qrocert.org](http://www.qrocert.org), E-mail : [info@qrocert.org](mailto:info@qrocert.org)

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# Our Clients



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## Contact Us

# Overseas Trade Centre LLP


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[hr@overseastrade.co.in](mailto:hr@overseastrade.co.in)

 **No.:** +91 9838898820

### Our Certificate

ISO 9001-2015 Certification

Certificate No- 305024051501Q

### Mujahid Husain Khan

Managing Partner:

+91 9792194503

**Email ID:** [info@overseastrade.co.in](mailto:info@overseastrade.co.in)

**Website:** [www.overseastrade.co.in](http://www.overseastrade.co.in)



# MUJAHID HUSAIN KHAN

**MA. MBA**

**FOUNDER & MD**

The Company is incorporated with Ministry of corporate affairs of India & registered with Ministry of External affair Government of India more than two decades with reputation of excellent responsive and accountability in the domain of Human resource management. The success of the milestone is the assets of the employees.

The team work inspires the success, happiness & the satisfaction that we work for those prospective job aspirants to employ the skilled youth & to bring them & to relocate across the globe of their choice to bridge the gap between employee & employer.

The expansion of the diversified skills opportunity slowly & gradually we keep strive to achieve the goal of happiness and satisfaction to the broader spectrum of the opportunities.

We strive to offer bond with our client in every walks of length & a positive approach to endless partnership through mutual goal setting. Communication and accountability & matching prospective employees of high skills tailored to our valued clients is the strength we emphasis to grow steadily.



