



M/S. Takia Overseas

(Govt. Approved Recruiting Agency License No. RL- 2076)
Overseas Employment Promoters

M/S. Takia Overseas

محمد ابو بكر صديق
صاحب المؤسسة

ميسارس تقية اوفرسيز
وكيل الإستقدام والسياحة الموافق بالحكومة
رقم الرخصة أر إل : ٢٠٧٦
مروجي العمالة في الخارج



Office Address:

Nurjahan Trade Center,
Level- 5, Suite- B-6, 40/1-A,
Naya Paltan, Inner Circular
VIP Road, Dhaka 1000

Tel : +8802222229533
E-mail : takiaoverseas@gmail.com
Web : www.takiaoverseas.com
www.facebook.com/takiainternational



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AB SIDDIQUE BADSHA
Cell: +88 01715-339917
takiaoverseas@gmail.com

PROPRIETOR MESSAGE

It's my pleasure to welcome you as a Partner of Takia Overseas. I always consider the fact that human potentiality should be utilized to the maximum extent for the betterment of the world. Hence, our priority is always to bridge up the opportunities and human resources. In short, we undertake the responsibility to provide the right worker for the right job. The rate of unemployment & underemployment approaches half of the working-age population. Thus many citizens move to other countries in search of work. Your inquiry about manpower requirements, the trading consultancy will be given priority with the greatest care and I fully promise that with my experienced executives and staffs who are professionally skilled for the trade and the other services. Once again, I would like to thank you for choosing Takia Overseas as your Business Partner.





NAYAN DAS

Cell: +88 01319-404213
takiaoverseas@gmail.com

MANAGER MESSAGE

Dear valued clients,

It gives me immense pleasure to introduce that Takia Oversease Employment Promoters is specializing in recruitment & counseling for human resource procedures. Perceiving the growing trend of manpower demand in the Gulf countries & East Asia proved their loyalty & trustworthy in the growing & compete international markets. So we have extended our business in these countries nowadays. Our aim is to supply the best candidates to make our valued clients satisfied highly.

I am very glad to state that our competent & professional team with the perennial cooperation and support from our clients have enabled to achieve & preserve our status of being one of the pioneer & dominant human resources consultant.

Thank you

Nayan Das



M/S. Takia Overseas

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KAMAL HASSAN

Cell: +88 01713-137356
takiaoverseas@gmail.com

EXECUTIVE IN-CHARGE MESSAGE

All praises to ALLAH, our Lord, Creator of the heavens and the earth, the Most Merciful and the Most Powerful. I am delighted to introduce "Takia Overseas" a trustworthy and reliable name in the field of recruitment and overseas employment. We work diligently with the focus to make ourselves the leading recruiting agency in Bangladesh. We are highly conscious of the fact that our success and growth is directly linked to the satisfaction of our clients. We believe in having a deep understanding of the needs and business objectives of our clients to facilitate productivity and improve bottom-line profitability. I am very proud to lead a team of highly talented and specialist recruitment professionals who passionately love what they do and are experts in providing timely and accurate services to our clients. Our staff works really hard to provide quality and cost-effective services to our clients. Our commitment to transparency and established quality service standards has earned us a great amount of respect in our community and amongst our valuable clients. We assure you of quality and timely service at Takia Overseas and hope to form a long-lasting relationship. Feel free to contact us for any queries and let us have the opportunity to serve you better.



M/S. Takia Overseas

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KH.RAJON

Cell: +88 01713-227235
takiaoverseas@gmail.com

MARKETING & SALES EXECUTIVE MESSAGE

We, at Takia Overseas believe that a comprehensive study of the labor market in different countries is of foremost importance for successful placement of the right people in the right place. We have business associations with genuine companies which adopt very professional ways of screening, interviewing and selecting candidates for suitable jobs and they honor labor. The marketing approach of Takia Overseas is based on professional ethics. After proper scrutiny of our clients requirement, the working environment and offers they make to prospective workers we put the deal in black and white. We invite applications through advertisement and strictly follow our client's guidelines in the pre-screening of the candidates before they are finally interviewed by the company's representatives. We keep ourselves within the periphery of our agreement with our clients to follow all the "after the interview" recruitment process. This involves proper medical checkup of selected candidates, all legal formalities to obtain labor permits of the selected candidates from the Labor Department. We regularly follow up with our clients with regard to the job performance of the successfully deployed workers, and whether they are enjoying the terms and conditions agreed upon by the employer and the employees. To cut a long story short, Overseas Employment through Takia Overseas is by all means, an honest, reliable and transparent process.



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ABOUT US

Takia Overseas provides manpower employment services and manpower staffing Services for skilled is a broad-spectrum venture with a reputable company as associates for the requirement of manpower from Bangladesh and other countries. It is an Overseas Employment Promoter agency having an office in Dhaka, Bangladesh. Our Office Is Located In Dhaka, Which Is The Biggest International Business City. We are Manpower Suppliers, Contractors And Government Authorized Recruiting Agent Formed With A View To Provide For The Needs Of Extending Its Comprehensive Services To The Foreign Principals As Well As The Intending Emigrants. We provide a reliable platform to the candidates as well as hiring organizations of the area to interact with one another for the purpose of head hunting. Takia Overseas is recognized by the Government of Bangladesh and is a member of the Bangladesh Association of International Recruiting Agencies (BAIRA).



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OUR BACKGROUND

Established in 2013, Takia Overseas is a government authorized overseas employment promoters having Recruiting license No **RL-2076**. Since its inception, the company has been actively engaged in serving both overseas employers and Bangladeshi workers with equal dedication and sincerity. In this regard, Takia Overseas has religiously followed the rule to serve, above all also, and "honesty is the best policy".

OUR AIM

The primary aim of the company in its business dealings remains an effort to bring together the best employers and the best employees so that they could be working as a synergy. Takia Overseas is a modern and dynamic organization with a thoroughly professional out-look and emphasis on customer care. With our head office located in Dhaka, the largest city and the business capital of Bangladesh, we are well placed to seek, evaluate and recruit the best manpower that fulfills the need of our valued overseas principals.

CUSTOMER CARE

Our staff consists of highly qualified experienced and accomplished human resource experts who possess the knowledge of new concepts and strategic aspects of finding and hiring the best people for their foreign clients. At the same time, they also provide guidance and professional advice to those who seeking employment abroad so that they are able to get the best return's for their talent, abilities, and hard work.



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BANGLADESH THE HUMAN RESOURCE

With its population of over 167 million, Bangladesh is a country truly rich in manpower. The climate, the geographical conditions, and the social and economical evolution of the past centuries have endorsed this part of the world with strong, laborious, skillful, versatile, and industrious manpower. Owing their diligence and versatility, the workforce of this country has become highly adaptable to varying work environments. The proof of the fact lies in the successful work performance of headwords of thousands of Bangladesh's engaged in all types of economic activity all over the world. No wonder, employers everywhere around the globe have come to prefer Bangladesh's workforce for optimum results from their own human resources. It is in this backdrop, Bangladesh has emerged on the international horizon as a great man-power resource that can stats factorial serve the world's need in this area. Today, there is an increasing demand for Bangladesh's skilled, semi-skilled, and unskilled labor in various parts of the world, especially in the Middle East and the Gulf States. However, this growing demand for Bangladesh's manpower abroad has also brought about a self-styled, and unauthorized recruiting agents. Therefore, in order to curb malpractice and streamline the export of manpower from the country, the government of Bangladesh has enforced new laws and imposed certain restrictions on haphazard and uncontrolled down of manpower abroad. One of the most important restrictions is that the Government has allowed and authorized only those organizations to conductoverseas employment promotion and expert manpower, which are well established, financially sound, and enjoy a good reputation nationally and internationally. Overseas employers can greatly benefit through the services of such reputed and expert manpower agencies that have been duly authorized by the Government of Bangladesh.



Skills We Offer

EXECUTIVE LEVEL

Manager
Purchase Officer
Sales Officer
Administrative Officer
Camp Boss
Security Officer
Supervising Officer
Supervisor Workshop
Estate Manager
Chief Accountant

OFFICE STAFF

Receptionist
Stenographer
Clerks
Telex Operator
Store Keeper
Computer Programmer
Office Boy
Time Keeper
Security Guard

HEAVY EQUIPMENT OPERATOR

Bulldozer Operator
Grader Operator
Scrapers Operator
Rippers Operator
Excavators Operator
Loaders Operator
Shovel Operator
Trailer Driver
Tractor Driver
Forklift Operator
Drilling Machine Operator
Heavy Truck Drivers
Light Motor Vehicle Drivers
Crane Operator

ENGINEERING STAFF

Mechanical Engineer
Chemical Engineer
Industrial Engineer
Production Engineer
Quality Control Engineer
Civil Engineer
Electrical Engineer
Elevator Engineer
Biomedical Engineer
Water Treatment Engineer
Electronics Engineer
HVAC Engineer
Foreman
Draftsman



Skills We Offer

MEDICAL & HOSPITAL

General Surgeon (Sur. Spt.)
Orthopedic Surgeon (Bone)
ENT Specialist
Ophthalmologist (Eye)
Pediatricians (Child)
Dermatologist (Skin)
Radiologist (X-RAY)
Pathologist (Laboratory)
Physician (General Pract.)
Matron (Sr. Nurse)
Nurses & Ward Boys
Laboratory Technicians
X-RAY Technicians
Dietician
Ambulance Driver

TECHNICIANS

Electrical Technician
Soil & Fertilizer Tech
HVLV Electrical Tech
HVAC Technician
AC & Refrigerator Tech
Elevator Technician
Electronics Technician
Boiler Technician
Communication Tech
Pump Technician
Denter
Diesel Mechanic

TECHNICIANS

Petrol Mechanic
Hydraulic Mechanic
Auto Car & Vehicle Tech
Generator Mechanic
Electrician
Mason
Plumber & Carpenter
RCC Fitter
Aluminum Fabricator
Steel Fabricator
Painter / Blacksmith
Welder / General Welder

UNSKILLED STAFF

Gardener
Agriculture Labor
Cleaning Labor
General Labor



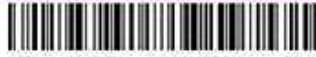
CIVIL AVIATION CERTIFICATE



Government of the People's Republic of Bangladesh
Ministry of Civil Aviation and Tourism



Travel Agency Registration Certificate



Registration Certificate No	0012963
Date:	22-Feb-2021

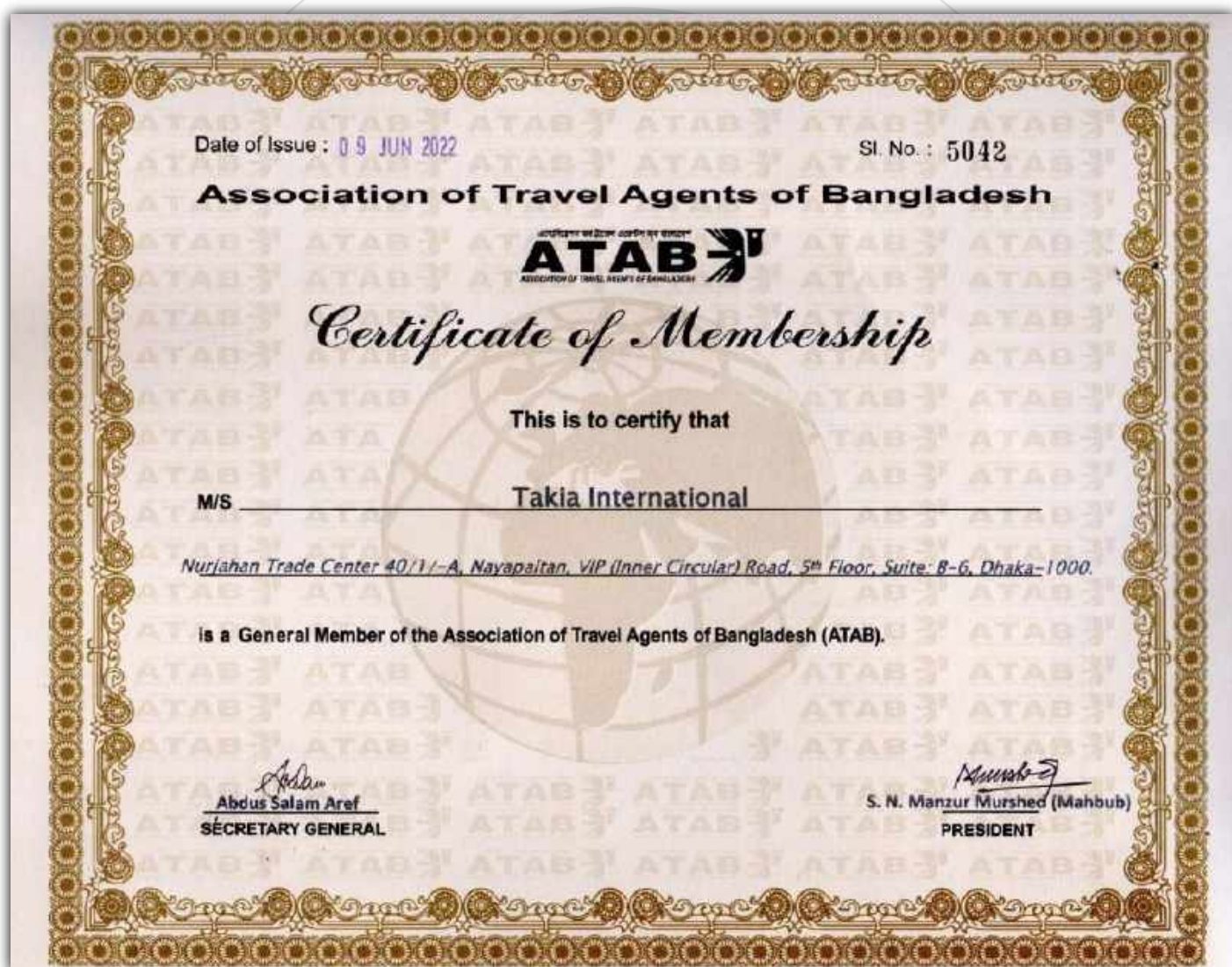
Registration Certificate issue date:	22-Feb-2021
Registration Certificate expiry date:	21-Feb-2024

As per provision of section-5, Sub-Section-(2)(A) of Bangladesh Travel Agency (Registration and Control) Act, 2013 (Act LXI of 2013) and Rule-4, Sub-Rule-(2) of Bangladesh Travel Agency (Registration and Control) Rules, 2014, M/S TAKIA INTERNATIONAL Proprietor ABU BAKAR SIDDIQUE located at Nurjahan Trade Center 40/1/-A, Nayapaltan, VIP (Inner Circular) Road, 5th Floor, Suite : B-6, Dhaka-1000. has been registered as Travel Agency for a period of 03 (Three) years from 22-Feb-2021 to 21-Feb-2024.

A.H.M Golam Kibria
Registration Authority



ATAB MEMBERSHIP CERTIFICATE



M/S. Takia Overseas

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ATAB RENEWAL CERTIFICATE

Renewal Reg. No. 16134 **Date of issue : 21 JUN 2021**

ATAB ASSOCIATION OF TRAVEL AGENTS OF BANGLADESH
Sattara-Centre (15th Floor), 30/A, Nayapaltan, VIP Road, Dhaka-1000, Bangladesh.

TO WHOM IT MAY CONCERN

TAKIA INTERNATIONAL


This is to certify that *M/S*

of *Nurjahan Trade Center, 40/1-A, Nayapaltan, VIP Road, (5th Floor), Suite: B-6, Dhaka-1000.*

is a member of Association of Travel Agents of Bangladesh (ATAB).

Their membership have been renewed for the year *2021 to 2023*

Md. Mazharul Haque Bhuiyan
Secretary General, ATAB



M/S. Takia Overseas
RL-2076

Bangladesh Association of International Recruiting Agencies (BAIRA) Certificate


ON PROCESS



M/S. Takia Overseas

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OUR TIIN CERTIFICATE


Government of the People's Republic of Bangladesh
National Board of Revenue
Taxpayer's Identification Number (TIN) Certificate
TIN : 350813154740

This is to Certify that **Abu Bakar Siddique** is a Registered Taxpayer of National Board of Revenue under the jurisdiction of **Taxes Circle-295 , Taxes Zone 14, Dhaka.**


Taxpayer's Particulars :

- 1) Name : **Abu Bakar Siddique**
- 2) Father's Name : **Habibur Rahman**
- 3) Mother's Name : **Farida Khatun**
- 4.a) Current Address : **30/A, Naya Paltan, Dhaka, PO : 1000**
- 4.b) Permanent Address : **Uthuri, Gaffargaon, Mymensingh**
- 5) Previous TIN : **Not Applicable**
- 6) Status : **Individual**

Date : July 22, 2018

Please Note:
1. A Taxpayer is liable to file the Return of Income under section 70 of the Income Tax Ordinance, 1984.
2. Failure to file Return of Income under section 70 is liable to:
(a) Penalty under section 124; and
(b) Prosecution under section 104 of the Income Tax Ordinance, 1984.

Deputy Commissioner of Taxes
Taxes Circle-295
Taxes Zone 14, Dhaka
Address : 121, Al-Tandir Tower, Sajjangar, Dhaka Phone : 71-7438



N. B. This is a system generated certificate and requires no manual signature.



TAKIA INTERNATIONAL TRADE LICENSE

ताका इन्टरनेशनल ट्रेड लाइसेन्स

www.taka.gov.bd

ই-ট্রেড লাইসেন্স

নথীকরণ নং : TRADE000022564/2019

বৈধতা মেয়াদ : ১২/০৫/২০১৮
ইজুর নম্বর : ১৪১১৩১৩

স্বত্ত্বাধিকার প্রাপ্তি: ক্রেতা, সরবরাহকারী, আমদানি, রপ্তানি (১৯৯১ সালের ৯৯ নং আইন) এবং ১৯৯৩-৯৪ সালের অর্থায়ন আইন এবং ১৯৯৬ সনের ১৩৯ নং আইন) অনুযায়ী।

১। বয়স	: ১৮	২। লিঙ্গ	: পুরুষ
৩। বর্তমান ঠিকানা	: রাজশাহী	৪। বর্তমান পেশা	: ব্যবসায়িক কর্মসূচি
৫। স্বাক্ষর	: (স্বাক্ষর)	৬। ছবি	: (ছবি)
৭। স্বাক্ষর	: (স্বাক্ষর)	৮। ছবি	: (ছবি)

৯। বাণিজ্যিক/আইসিআই/আইসিবি নং (আইসি)	: ৯৯৯৯৯৯৯৯৯৯৯৯	১০। আইসিবি নং (আইসিবি)	: ৯৯৯৯৯৯৯৯৯৯৯৯৯৯
১১. আইসিবি নং	: ৯৯৯৯৯৯৯৯৯৯৯৯৯৯	১২. আইসিবি নং	: ৯৯৯৯৯৯৯৯৯৯৯৯৯৯
১৩. আইসিবি নং	: ৯৯৯৯৯৯৯৯৯৯৯৯৯৯	১৪. আইসিবি নং	: ৯৯৯৯৯৯৯৯৯৯৯৯৯৯

১৫. আইসিবি নং (আইসিবি/আইসিআই/আইসিবি)

১৬. আইসিবি নং	: ৯৯৯৯	১৭. আইসিবি নং	: ৯৯৯৯
১৮. আইসিবি নং	: ৯৯৯৯	১৯. আইসিবি নং	: ৯৯৯৯
২০. আইসিবি নং	: ৯৯৯৯	২১. আইসিবি নং	: ৯৯৯৯

১৯৯৯ আইসিবি নং (আইসিবি/আইসিআই/আইসিবি)



M/S. Takia Overseas

RL-2076

IATA CERTIFICATE

ON PROCESS



M/S. Takia Overseas
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INTRODUCTION

DEAR SIR,

We would like to introduce ourselves as a top leading manpower supplier from Takia Overseas Govt. Approved Recruiting License No. **RL-2076** is a faster-growing Government of Bangladesh approved recruiting agency & have many years of professionals experience.

We are experienced in recruiting highly qualified / professionals, skilled, semi skilled and handling laborers. In a year we averagely recruit more than 3,000 professionals and skilled workers.

WE COVERS FIELDS:

PROFESSIONAL:

Engineers (Civil, Electrical, Mechanical, Electronic, Architect), IT Staff, Banking Staff, Medical Staff (Doctors, Paramedical) & Teaching Staff.

OFFICE STAFF:

Audit staff, Accountant, Secretaries, Clerks, Computer Operators and Export Management Staff.

SERVICE STAFF:

Supervisor, Foreman, Heavy Equipment Operators, Heavy Duty Drivers, Draftsmen, Skill, and Semi-Skilled Workers, (Carpenters, Masons, Air Condition Technicians, Electrician, Plumbers, Cooks & Construction Labors etc.

We place a very high priority on trade testing and medical checkup of staff deployed by us..



M/S. Takia Overseas
RL-2076

Thanks & Best Regards
Takia Overseas

Our Services Offered To Your Esteemed Organization

1. We will arrange qualified manpower for interview and trade test in different cities of Bangladesh for selection of manpower.
2. We welcome your delegation at our office for the selection of Manpower.
3. We will arrange a 5-star hotel and pay hotel expenses for your delegation.
4. We will arrange local traveling by air for your delegation for the selection of Manpower.
5. We ensure that none of our workers will escape from your good Company.
6. We have an expert & qualified team. Who conducts a preliminary interview and shortlist the candidates for final interview by an employer.
7. On receiving a particular demand from foreign clients. We forward complete Bio-Data of Shortlisted candidates only whom our expert team recommends for employment.
8. Our representative makes frequent visits to our valuable overseas client to maintain good relations & provide the best recruitment services.
9. Our efficient team in our establishment who handle promptly & efficiently all the formalities relating to visa endorsement, protector/emigration process, flight booking of workers.
10. We communicate with our clients through phone, fax, e-mail & make our client update.
11. We send flight detail to our clients minimum of 4 days before of worker's departure, to arrange the worker's pick up from the airport.



Procedure of Recruitment

1. On receipt of Power of Attorney / Demand Letter from our Principal, we obtain permission from the Protector of Emigrants, Govt. of Bangladesh and then advertise in leading daily Newspapers.
2. Candidates are tested and interviewed by our technical staff. Their working background and testimonials verification
3. After preliminary selection held by us the candidates are produced before the Employer's representatives for the final section.
4. After final selection Medical Examinations are conducted.
5. Formalities of our Government and Protectorate of Emigrants requirements are completed by us.
7. If the employer desires so, we also arrange uniforms for the employees for easy reorganization at the airport
8. A comprehensive orientation program is arranged for the candidates which prepares them for living and working in a foreign environment.

GUARANTEE:

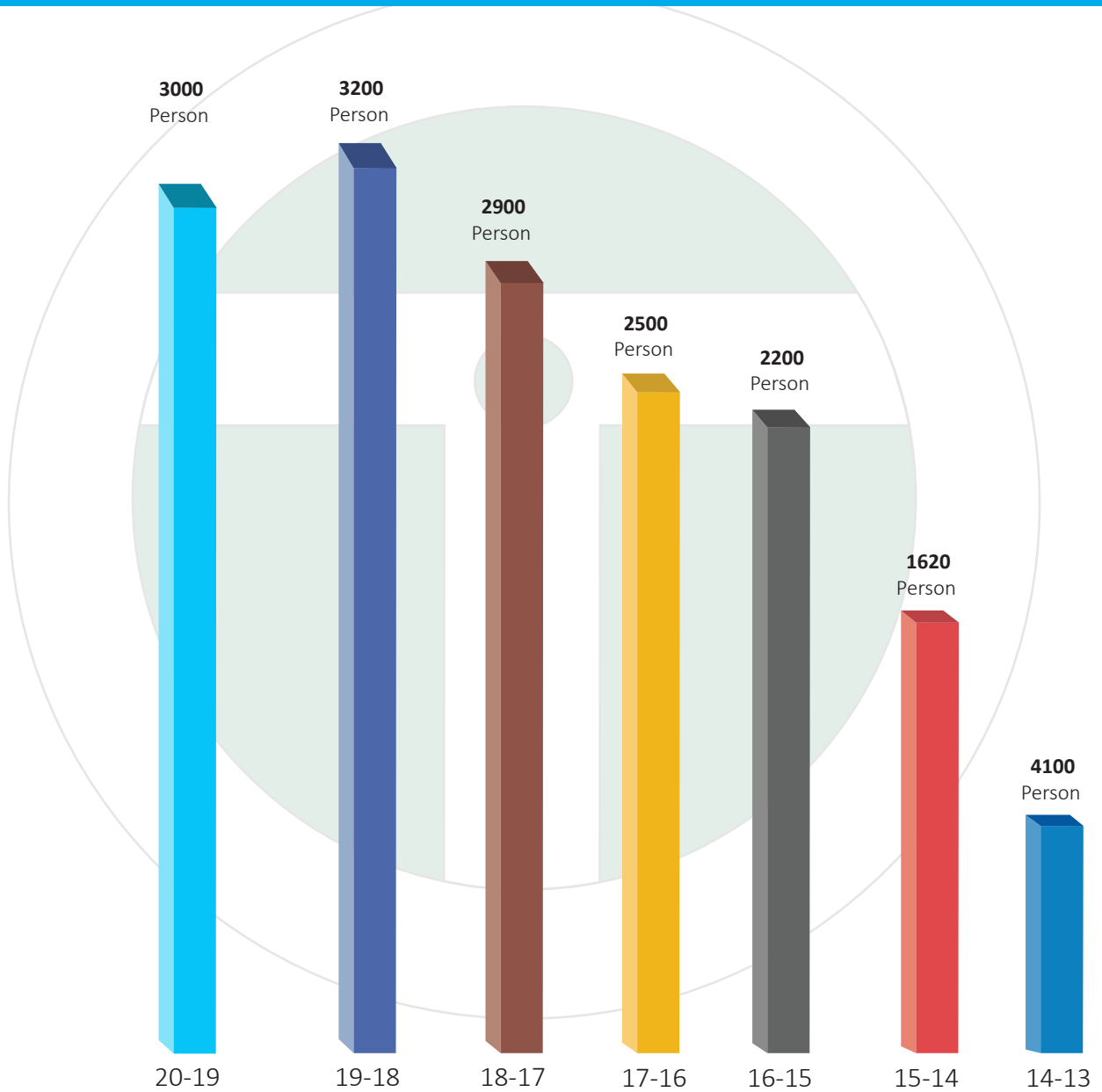
We undertake to provide a substitute/replacement of the worker within 3 months of the probationary period if found professionally unit.

SERVICE CHARGES

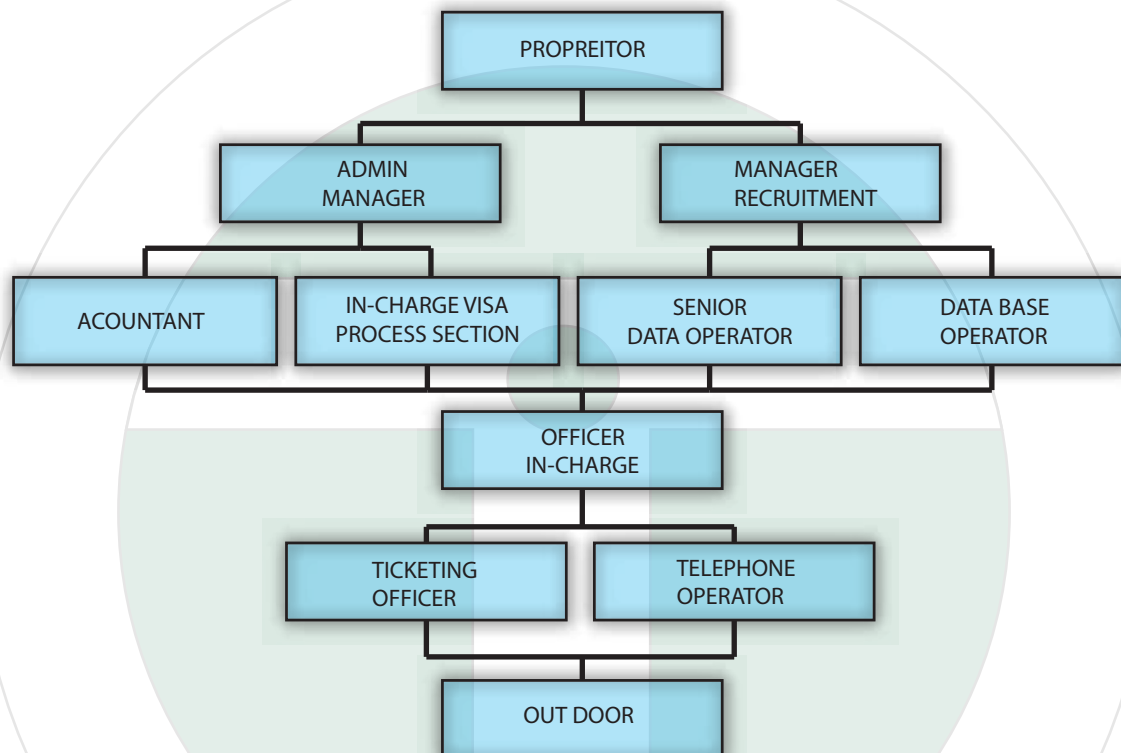
Our Services Charges are negotiable.



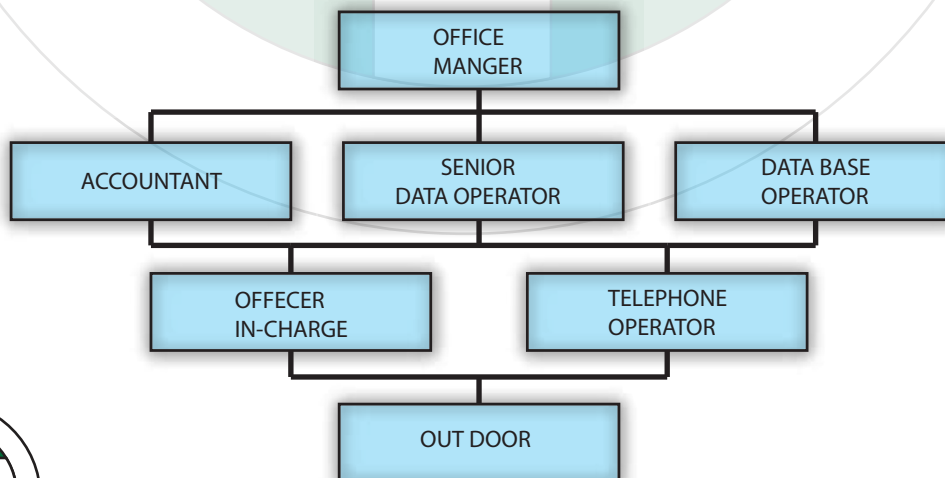
Statistics



OUR STAFF ORGANIZATION



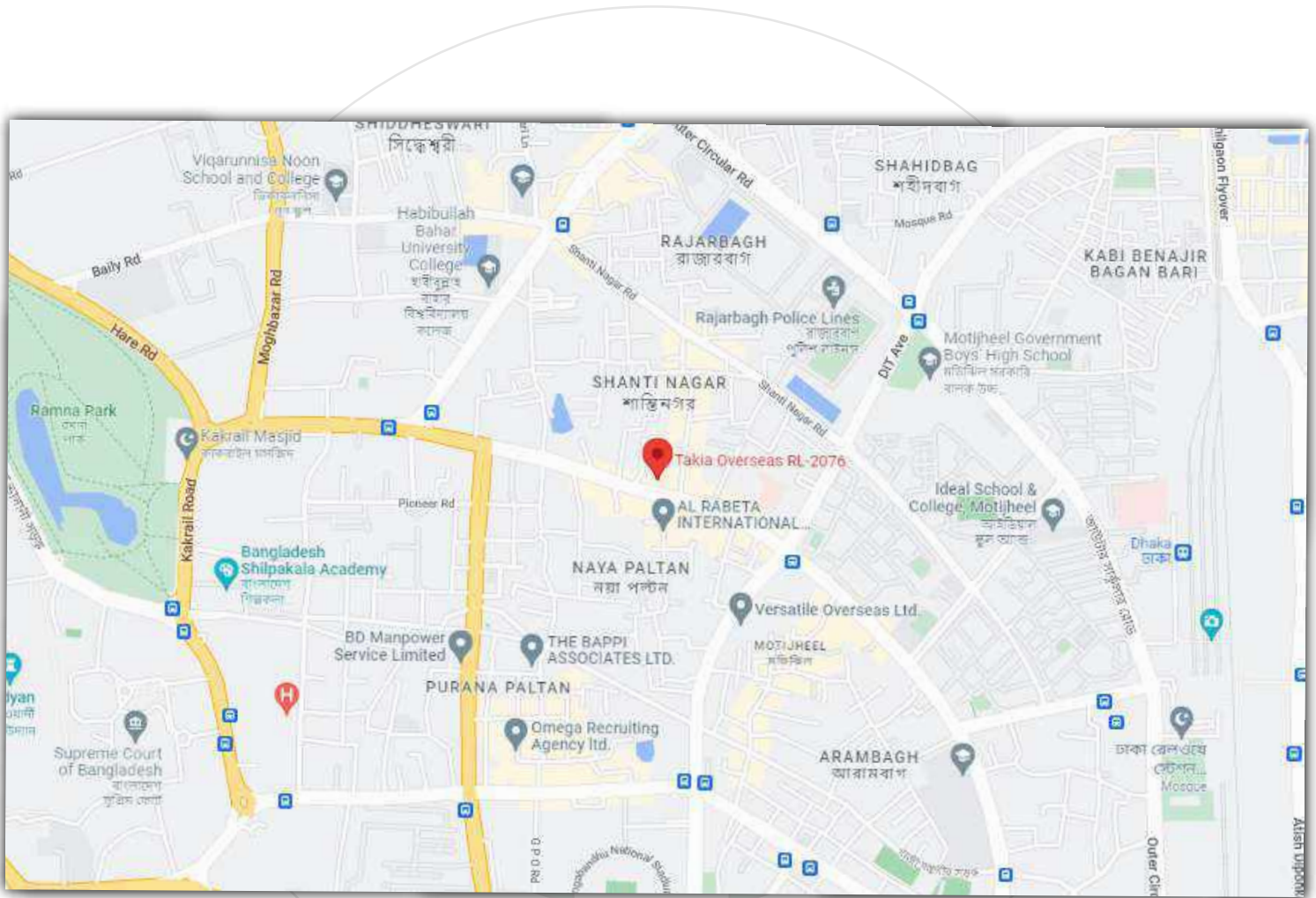
REGIONAL OFFICE



OUR PHOTOS



OUR MAPS



M/S. Takia Overseas
RL-2076

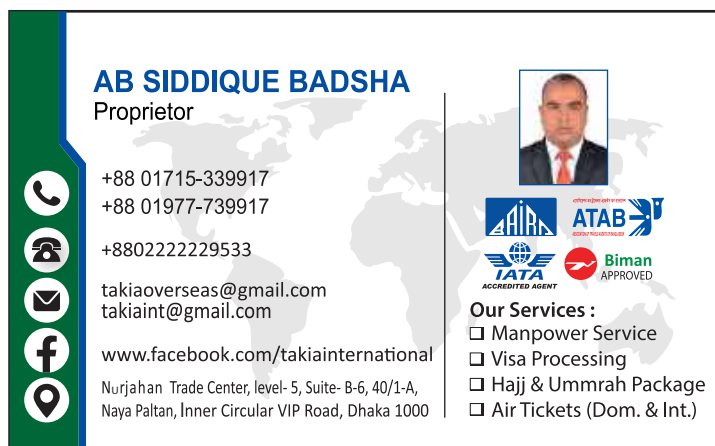
PROPRIETOR'S VISITING CARD






 **M/S. Takia Overseas**
(Govt. Approved Recruiting Agency License No. RL- 2076)
All kinds of manpower & worldwide visa processing


 **M/S. Takia International**
(Govt. Approved Travel Agency Reg. # 0012963)
Airlines Ticketing & Visa Processing


 www.takiaoverseas.com





AB SIDDIQUE BADSHA
Proprietor


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 +8802222229533


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 Nurjahan Trade Center, level- 5, Suite- B-6, 40/1-A,
Naya Paltan, Inner Circular VIP Road, Dhaka 1000



 **ATAB**
ACCREDITED AGENT

 **IATA**
ACCREDITED AGENT

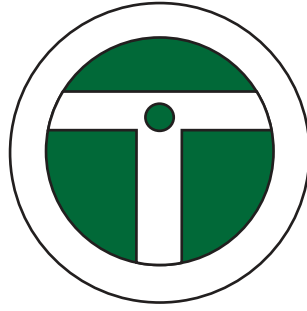
 **Biman**
APPROVED

Our Services :

- Manpower Service
- Visa Processing
- Hajj & Ummrah Package
- Air Tickets (Dom. & Int.)



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