

- Recruitment

- Outsourcing

- HR Services

People™

We Are The World

Professional Employers Private Ltd.

Inside

this way

Company Profile

Our Mission

History & Background

Core Values

Products & Services

HR Strategy & Organization Development

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Recruitment Process Outsourcing

Business Process Outsourcing

Antecedent/Physical Verification

Payroll Management

Document Management

Refreshment / Peons / Tea Boys Outsourcing

Management Profile

Gohar S. Butt, Shahab Sharif, Hamid Ikram, Faisal Ashraf, Javaid Khan

Mukhtar Nazir & Ehsan Mohsen

Contacts

International & Regional Offices



Mission, History & Background

heart and soul

Our Mission

To build value based relationships by providing reliable solutions for Human Resource and Process Outsourcing

History & Background

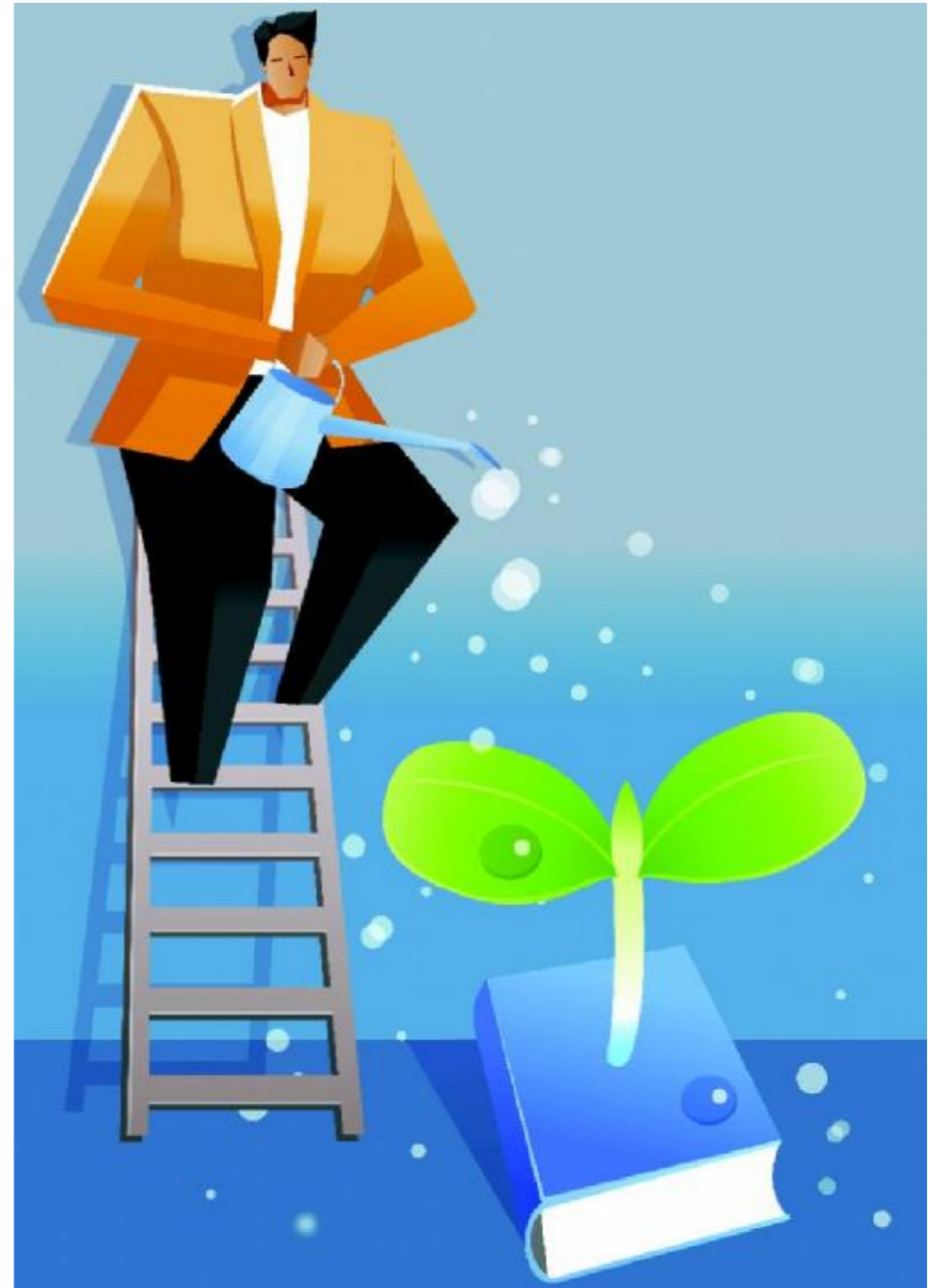
- Established 01 July 2001 in Karachi, Under the name of Equity Exchange & Trust.
- Established Outsourcing Arm 2002 by the name of Professional Employers Services
- Opened Lahore office 2003
- Established Executive Search 2005
- Established Antecedent / Physical Verification Division 2005
- PES converted to Professional Employers Pvt. Ltd (PEOPLE™) 2007
- All consulting, verification and executive search divisions of EE&T transferred to PEOPLE™ . EE&T now operates as a holding company 2008
- PEOPLE™ currently a leading HR & Outsourcing Services Provider to financial sector & other industries



Core Values

what we believe

- Relentless
- Innovative
- Partnership
- Inspiring
- Harmonious
- Conventional Wisdom & Relentless Research for better ways to manage businesses and handle challenges.
- Multiple Solutions for Every Challenge
- Our Success Lies in the Success of Our Clients
- We Are Our People
- Our Social Profile



suited and booted

Experience

- ACBL
 - MCB Bank Ltd.
 - SNGPL
 - Invest Capital
 - Meezan Bank Ltd.
 - Union Bank Ltd.
 - PICIC
 - UBL Fund Managers
 - AMZ Securities Ltd
 - United Bank Limited
 - Mercer Worldwide
 - Cosa Nostra
 - Pak Brunei Investment Co.
- Development of an appropriate organizational model
 - Job description documents
 - Job evaluation assessments and assigning pay grades
 - Salary ranges and bench marking remuneration
 - Performance Management Systems
 - Defining requisites and formulating policies
 - Drafting of employee reference manuals



Training & Development

aiming higher

Experience

- ACBL
- SCB
- Union Bank Ltd.
- Habib Bank Ltd.
- KASB Bank Ltd.
- SSGC
- Pepsi Cola International
- Beaconhouse Informatics

Strategy & Organization Performance

- Strategy Formulation Workshops
- Defining Mission, Vision & Values
- High Performance Forums
- Management for Value Creation

Individual Performance

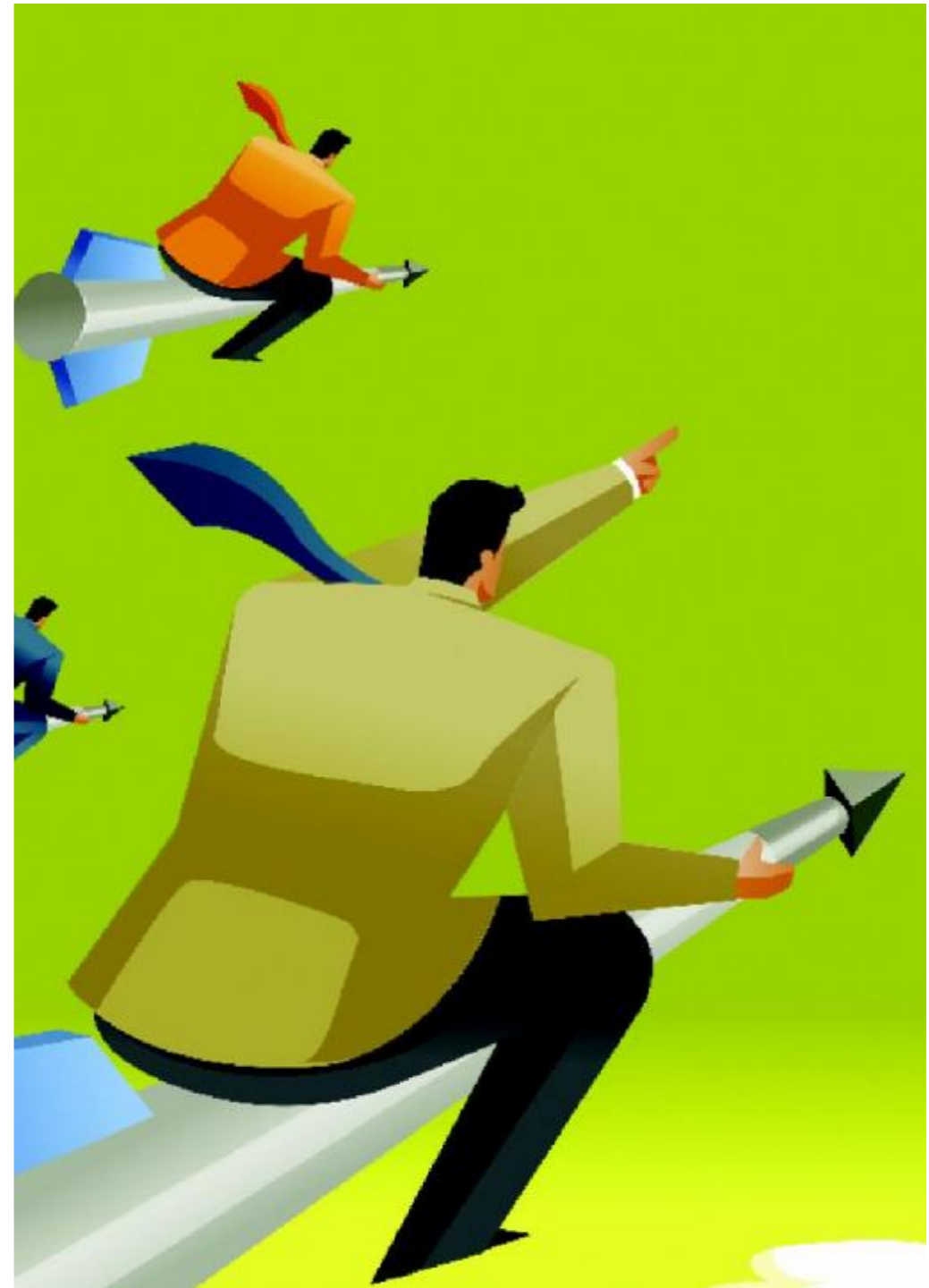
- Performance Management Process
- Organization Structures, Job Descriptions & Evaluations
- Goal Setting & Facilitating High Achievement

Core Competency

- Call Centre Agents
- Cashiers
- Sales & Service Representatives

Behavioral Skills

- Communication Skills
- Presentation & Writing Skills
- Coaching Skills
- Train the Trainer Programs
- Conflict Resolution Skills
- Team Building Sessions



Employee Outsourcing

multiply potential

Experience

- Habib Bank Ltd.
 - MCB Bank Ltd.
 - Atlas Bank Ltd.
 - United Bank Ltd.
 - JS Bank Ltd.
 - Faysal Bank Ltd.
 - Khushhali Bank Ltd.
 - American Express Bank
 - Dawood Islamic Bank
 - AC Nielsen Pakistan
 - Phillips Paksitan
 - Total Atlas Lubricants
 - National Bank of Pakistan
 - Emirates Global Islamic Bank
 - Saudi Pak Commercial Bank
 - SECP
- Recruiting, hiring and outplacement of employees
 - Completion of joining formalities & required checks
 - Maintenance of personal files
 - Processing of salaries and pay packages
 - Income tax management for employees
 - Medical benefits / Insurance management
 - Prerequisite handling
 - Terminal benefits management
 - Performance appraisal result coordination
 - Training need analysis and facilitation
 - Subsidies and loan processing and custodial services
 - Staff survey and motivational analysis
 - Satisfying EOBI, Social Security and other regulations
 - Other areas can be outsourced as per need.



Executive Search Services

finding mr.right

Experience

- Habib Bank Ltd.
- JS Bank Ltd.
- SCB, Dubai
- RBS Pakistan
- UBL, PK & ME
- The Bank of Tokyo
- The FirstMicroFinance Bank
- Al Baraka Islamic Bank
- Karachi Stock Exchange
- Lahore Stock Exchange
- Reckitt Benckiser
- Pepsico International
- Intertek Pakistan
- DCD Group
- BMA Capital Mgmt
- AC Neilsen Pakistan
- International Industries Ltd
- Beaconhouse School Systems

Whether you require contractual or permanent employees, PEOPLE™ Executive Search will provide you with qualified professionals. From receptionists to senior executives, our recruitment consultants can quickly source the personnel you need to ensure that your daily operations continue un-interrupted. A few of these services appear below.

- Recruitment Process Outsourcing (RPO)
- Targeted Search
- Resume / CV Hosting
- Candidate Testing & Behavioral Analysis
- Participation in Job Fairs / Universities



perfect deliveries



Profile of
ABDUL LATEEF BAHANNY

Age: 35
 State of Application: Bangalore
 Last updated: 2012-02-02
 Category: Not Selected

General Information:
 Father's Name: Not Available
 Applied for: OFFICE GRADER
 Permanent Address: 6/3, 3rd Cross Street, Basavanagudi, Bangalore
 City: Bangalore Postal Code: 560022
 Country: India
 Home Phone: 082-25551235 Mobile: 0994-2335242
 E-Mail: abhanny@hotmail.com Work Phone: -
 Gender: Male Age: 35
 Marital Status: Single Date of Birth: 23/08/1976, September 23, 1976
 Place of Birth: Ludhiana, Punjab, India
 N.E.E # 123456789012345

Institution	Year	Degree	Grade/G.P.A	Fields of Study
International Islamic University	2005	BBA (Accounting)	75%	BBA
Ulugham Islamic Main Institute of Science and Technology	2003	Bachelors Degree	2.32/4.0	Mechanical Engineer

From	To	Company	Job Title	Gross Salary
Jan	Jan	Service Industries (Pvt) Limited		Rs. 25,000 / Mo

Professional Skills:

References:

Name	Job Title	Company	Address	City

Section 1: 10 Questions
 This section will have 10 Questions

1. What would be the next number in this series?
 1, 2, 3, 5, 8, 13, 21, 34, ...

47 62
 59 65
 55 I don't know

2. A group of old ladies meet for an afternoon tea party. They bring all their cats in. Ladies and how many cats are in the room?
 6 old ladies and 10 cats 9 old ladies and 43 cats
 7 old ladies and 13 cats 10 old ladies and 12 cats
 8 old ladies and 14 cats I don't know

Section 2: 4 Questions
 This section will have 4 Questions
 Please select the figure enclosed against each of the following amounts written in words.

1. Two million five hundred nineteen thousand four hundred & fifty.

2,300,450
 2,519,450
 29,150,450

Remaining Time: 00:30:10

Recruiter

- Lowest Profile Upload time
- Highly well Developed Features
- Job Seekers, Employers & Recruiters.
- Generates Client specific MIS Reports
- Is Online, hence can be accessed globally
- Data base of Resumes is Secure
- Makes Short listing Easy
- Several other Status Updates

Bulk Recruitment

Collects extensive candidate information

- Basic Personal information
- Educational credentials
- Experience profile
- Key skills
- Trainings attended & Awards held

Assessment Centre

- Establishes the Aptitude of the applicant
- Ensures Fair and Impartial Assessment
- Saves Time of Interviewing hundreds.



Business Process Outsourcing

complete harmony

Experience

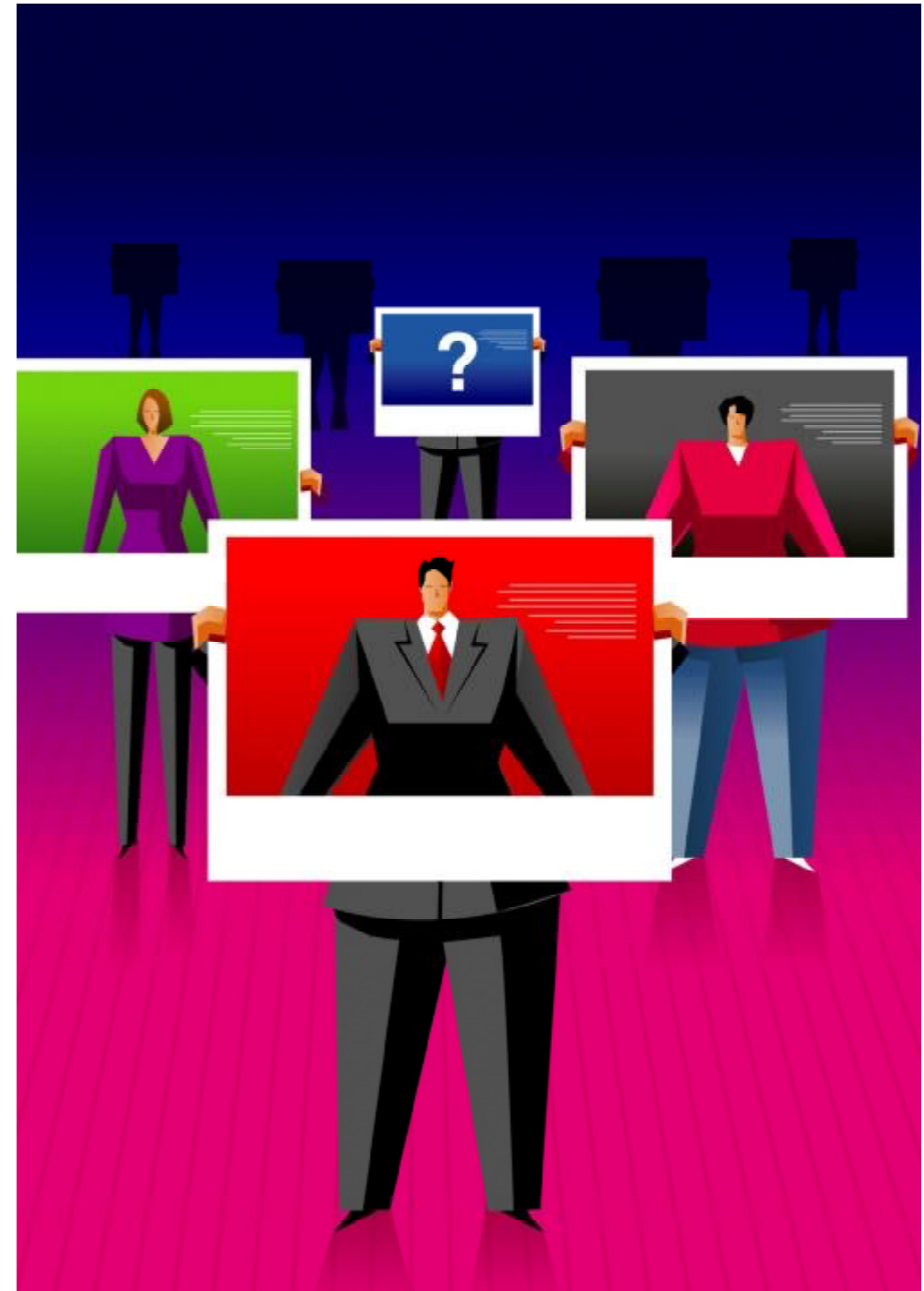
- Faysal Bank Ltd.
- MCB Bank Ltd.
- HSBC
- ACBL
- DIB
- EGIPL

Today, major organizations are outsourcing major business processes to PEOPLE™ in order to facilitate their growth by:

- Achieving long-term cost savings
- Achieving IT-enabled business transformation
- Allowing management to focus on core business
- Gaining access to best-in-class skills and capabilities
- Achieving service quality improvements

Tasks that can and should be handled outside the clients' premises include but are not limited to the following:

- Physical Verification of Consumer Loans
- Applicant Residence & Office
- Reference Residence & Office
- Bank Statements Verification
- Antecedent Verification – Staff
- Previous Employment Reference
- Educational Qualification checks
- Registration Services



Antecedent / Physical Verification Outsourcing

ensuring realities

Scope of Verification Services Offered

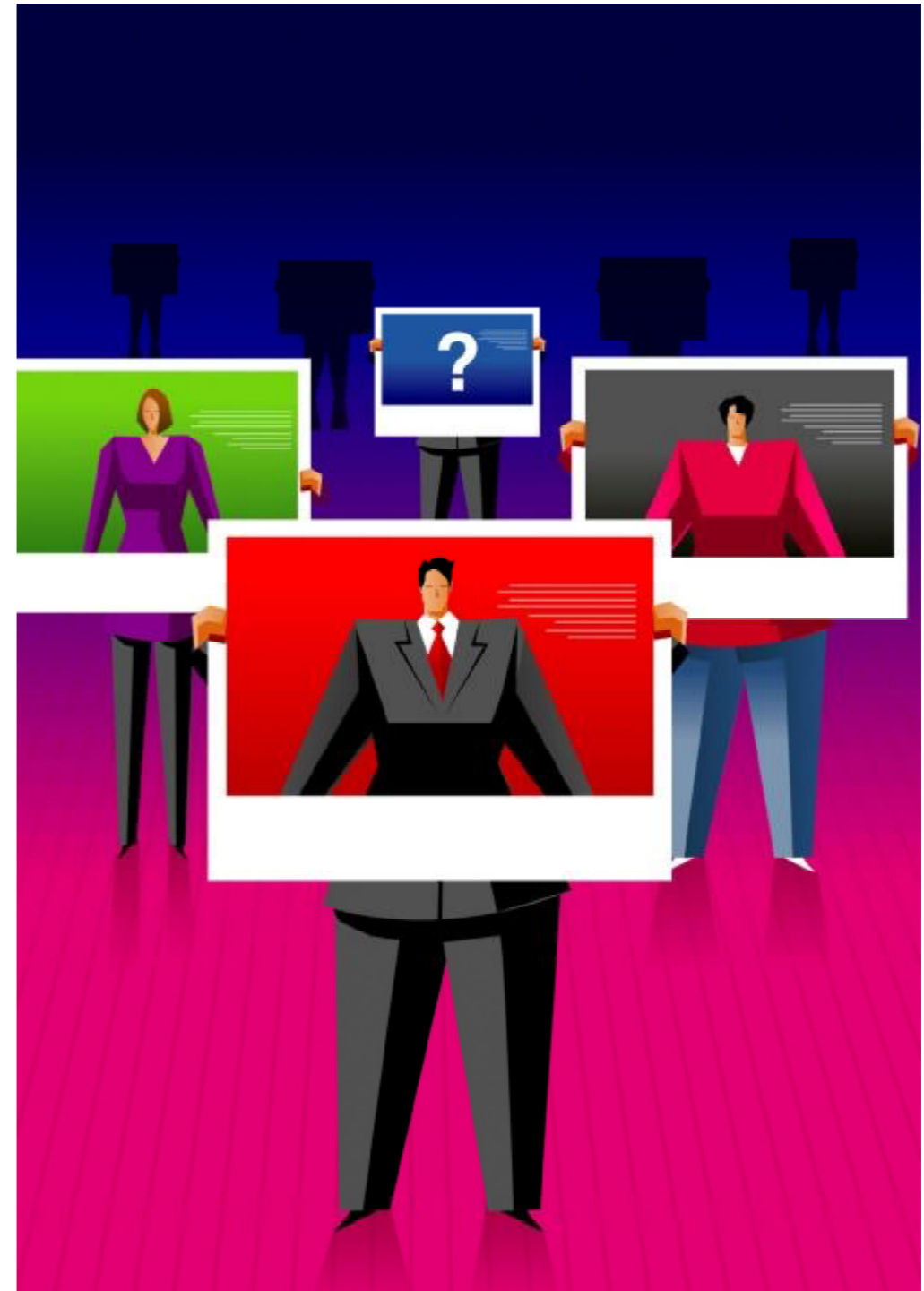
- Physical Verifications of Consumer Loans
- Applicant Residence & Office
- Reference Residence & Office
- Bank Statements
- Antecedent Verification – Staff
- Previous Employment Reference
- Educational Qualification checks
- Valuation /Search Services & Registration Services

Verification Department Structure

- Verification Team
- Cross Check Team
- MIS Coordination Team

PEOPLE™ ensures:

- 100% accurate information is provided to client
- Services free of faults and defects
- Conduct verification in an ethical manner
- Comply with the provisions of all applicable laws
- Services shall be performed to safeguard and protect clients' interest.
- No subcontracting of services to a third party



Payroll Management

reward your stars

Experience

- DCD Group
- Paradigm Real Estate
- Orix Properties
- D'Hamidi

The latest addition to the People product portfolio is PEOPLE™ Payroll Management. This product is available in three unique service packs:

- PEOPLE™ Payroll Basic
- PEOPLE™ Payroll Gold
- PEOPLE™ Payroll Platinum





Management Profile

leadership ahead . . .

Gohar Sharif Butt

CEO & Chief Consultant



Mr. Butt, the founding partner of the firm and its Chief Consultant, is a professionally qualified Systems Analyst and an MBA, with over 17 years of diversified and accredited experience in various fields of management with world class multinationals. His key competencies include: Human Resource Management, Organization Development, Banking Operations, Islamic Finance, Project & Change Management, Business Process Re-engineering & Systems Planning. Prior to establishing PEOPLE™, Mr. Butt held key positions in the banking sector.

After establishing PEOPLE™, Mr. Butt has lead several large scale organizational developments, change and HR management projects for private and public enterprises and also established a large scale HR and process outsourcing platform for prestigious clients country wide.

Alongside these initiatives, in August 2007, Mr. Butt established a real estate development firm, Orix Properties, as a partner and holds complete management control of the firm. Orix is a unique real estate development firm whose majority shares are held by Orix Corporation Japan and Orix Leasing Pakistan.

In June 2008, Mr. Butt re-structured The D'Hamidi Partnership Private Limited as its Chairman & CEO and as one of the four equity partners of the firm with complete management control. With its head office based in Karachi, The D'Hamidi Partnership is reputed as one of Pakistan's critically acclaimed ideas company catering to brand, identity, advertising and event management.

In June 2008, another business extension by Mr. Butt was the successful establishment and regional expansion of the PEOPLE™ brand as an associated concern in Dubai under the locally registered legal name, People Perfect, operating from the heart of Dubai on Sheikh Zayed Road.

Shahab Sharif

Executive Director & Principal Consultant



Mr. Sharif is a professionally qualified Human Resources Specialist, a Masters Degree holder in Economics and Law with over 20 years of experience in Consulting and HR Outsourcing, Industrial Relations & Personnel Management with multinational organizations.

His key competencies include Personnel Management, Industrial Relations, Labor Management, Training and Organizational Development.

Mr. Sharif is responsible for the outsourcing division of PEOPLE™ called Employee Outsourcing (EO) — which, under his leadership, is the largest HR and process outsourcing platforms in the country.

He also provides expert advice and support in other areas of Human Resource Management. He is currently advising numerous financial sector organizations in matters relating to employee relations, recruitment and selection and outsourcing.

Zafar Aziz Osmani

Executive Director



Mr. Zafar Osmani is a well renowned, seasoned business professional and carries vast management and leadership experience spanning over thirty years.

In his career, Mr. Osmani served prominent organizations in senior management and leadership capacities in the Human Resources, Organization Development, Marketing and Project Management functions. Prior to joining PEOPLE™, Mr. Osmani was the Chief Operating Officer at Karachi Electric Supply Company (KESC). He also served as Senior Executive Vice President and Head of Human Resources at Habib Bank Limited; as Member Human Resource Management at Central Board of Revenue (CBR); and as Senior Executive Vice President (Business Planning, Marketing, IT and HR) at Pak Kuwait Investment Company/Meezan Bank. Mr. Osmani also served American Express Bank as Director/Head of HR for Pakistan and Bangladesh and as Regional Director (Asia-Pacific Region, based in Singapore) Compensation & Benefits. Earlier in his career he also served at Gulf International Bank, Bahrain, Exxon Chemical Pakistan Ltd. and Ministry of Finance, Government of Pakistan.

In recognition of his outstanding career and services in the various industries, Mr. Osmani has been presented with prestigious awards. These include Global HR Excellence Award, by Asia Pacific HRM Congress in Mumbai 2006; HR Leadership Award, by Times-Ascent & ITM group in Mumbai 2008; and Life Time Achievement Award, by Indira Group of Institutes in New Delhi in 2008.

A much sought after professional and speaker on HR and business related matters, Mr. Osmani is actively engaged in various capacities in professional associations. He has been making professional contributions to the HR and Management in Pakistan as a Member of Executive Committee at Pakistan Institute of Management; Member of Board of Governors at Pakistan Society for Training & Development and Member of Advisory Board, Indira Group of Institutes, Pune, India. He has recently been inducted as Member of Executive Board of Intercontinental Institute of HR Management based in Sri Lanka.

Mr. Osmani holds a Masters Degree in IR and Political Science and a Bachelors Degree in Law. He completed a Human Resource Management Program from Cornell University, USA and has conducted various HR, Leadership, TQM and other management development programs for indigenous and multinational organizations. He has also facilitated many training programs, workshops and seminars through management institutes in Pakistan and abroad.

Mr. Zafar Osmani's key areas of interest and specialization are organizational restructuring and process re-engineering, corporate governance, Human Resource Management, Managerial Decision Making, Leadership and Enterprise Resource Planning.

Hamid Ikram

Country Head, Executive Search Services



A Chartered Certified Accountant by profession, Mr. Ikram has owned and managed his own companies and worked across the world. He was raised, educated, trained, and qualified in England, living there for 33 years.

He obtained his BSc from the University of Southampton and then completed his ICAEW articles with KPMG gaining invaluable exposure whilst working with large corporations. In 1993, he established his accountancy practice in London, comprising accountancy, taxation, consultancy, and audit work for a variety of small to medium sized businesses. As a result, he has invaluable insight into the whole spectrum of different sized clients across all types of industries.

Mr. Ikram automatically entered into the field of HR when he hired his own employees, trained students and acted as their Principal. The HR experiences increased further when in September 2001 he left England and moved to USA, where he owned and managed a manufacturing business.

In 2005 he moved back to Pakistan and is part of the senior fraternity of ACCA and an elected member of its Members Network Panel. Since 2007, he has been Managing Partner and International Recruitment Consultant working in the field of Executive Search within Pakistan and in the Gulf. Joining People™ as Country Head of the Executive Search department, he heads all the local offices as well as enhancing the work of the Dubai office and is looking to expand the business into other markets.

Dr. Javaid Khan

Segment Head, HCM & OD



Dr. Khan has earned dual degrees in the fields of Medicine and Management. Dr. Khan's key competencies include training and driving business processes through effectively strategizing human resources. Dr. Khan has played a pro-active role in streamlining processes at Shaukat Khanum Hospital (SKMH), Descon Engineering and Askari Bank. The industries he has worked with include Medical, Textiles, Chemicals, Engineering, Banking, Media and Consulting.

Some of his key training assignments include training sessions on Emotional Intelligence, Change Management, Team Building, Office Etiquettes, Performance Management Systems, Self Management, Customer Satisfaction, ISO 9002 Systems, and Training of Collection Center Staff of SKMH Collection Centers.

Dr. Khan also has the exposure of teaching Human Resource Development to the graduate students at Pak AIMS, Lahore. He is also a certified ISO 9002 Internal Auditor.

Faisal Ashraf

Country Head, Finance & Co. Secretary



Mr. Ashraf is an Associate Chartered Accountant as well as a BSc Civil from University of Engineering & Technology. He has worked in the fields of Audit & Compliance, Finance and various consulting assignments. He has a strong background in project development, arranging finances and setting up the accounts and finance function for different organizations.

Faisal's core competencies include; Establishment of new and enhanced management and fiscal controls, procedures and documentation to ensure accurate and timely financial, regulatory, and compliance reporting consistent with industry best practices.

Currently Mr. Ashraf is heading the Accounting & Finance functions for PEOPLE™ and other group companies. He also analyzes different new initiatives and ventures and guides the management regarding their viability. Faisal is also an associate member of Pakistan Engineering Council. His dual qualifications, together with his diversified expertise, result in the continued enhancement and overall productivity and performance of the organization.

Ehsan Mohsen

Unit Head, Compliance & Audit



Mr. Mohsen initially started his professional life in the leather garments business in Karachi, but upon re-locating to Islamabad, he joined Pakistan Tobacco Company (PTC) — a subsidiary of British American Tobacco Company, where, as Payroll Incharge in the HR department, he was responsible for the Company Payroll, including payments related to Medical, Traveling & Retirement, and Resignations.

Mr. Mohsen also has worked in PTC Karachi's marketing department before he left to join PEOPLE™ as Manager Central Processing Unit. Currently, Mr. Mohsen is heading Compliance.

Mukhtar Nazir

Segment Head, Service Delivery



Mr. Nazir is heading the Information Systems and Service Delivery department at PEOPLE™. He is a Professional Analyst and holds a degree in MIS, Marketing & Management from reputed foreign schools. He has over 13 years of experience in Marketing, Management, Outsourcing and Information Systems while working in Malaysian, American, Canadian and Pakistani markets with world class multinationals

His key competencies include: Business Process Re-Engineering, Organizational Development, Marketing Management Business Process Outsourcing and Client Relationship. Prior to PEOPLE™, Mr. Nazir worked with Electrolux (Pakistan) Limited in Malaysia, Morgan Stanley in US, CostCo Wholesale Corp. in US and Canada and Systems Limited in Pakistan. While acquiring his MSBA degree from San Francisco State University (SFSU), he had taught 2 Business/IS Courses as a Graduate Teaching Assistant at School of Business at SFSU for two years.



WE ARE
THE WORLD

OUR INTERNATIONAL OFFICES

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