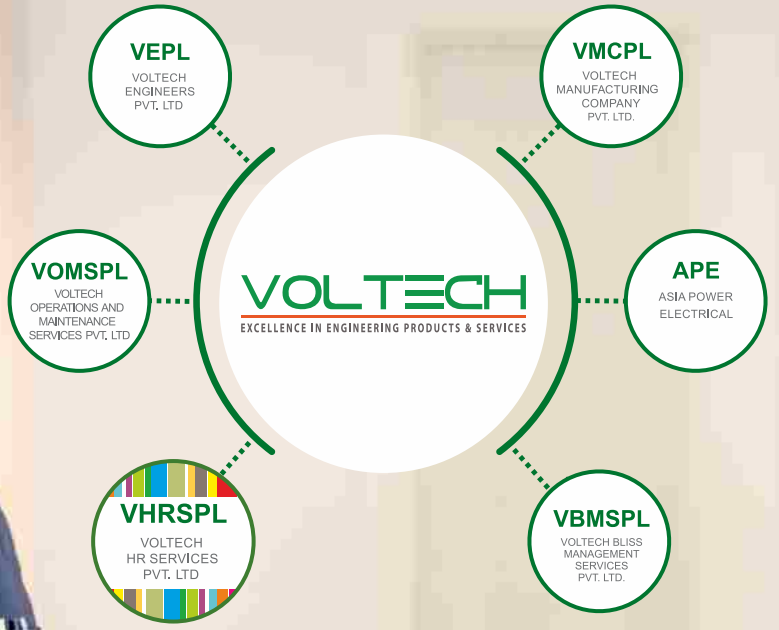




VOLTECH HR SERVICES PVT. LTD.

CREATING IMPACT BEYOND HORIZONS



ORGANISATION FLOW CHART
VOLTECH GROUP OF COMPANIES

Greetings from Voltech Group



This specially designed company brochure showcases the Voltech conglomerate's HR portfolio, with the intention to provide you with a complete and comprehensive view of our organization. This brochure highlights in detail, our capabilities and technical proficiency along with positive customer experiences for your reading pleasure.

In due deference to the prevailing trend of the world industry, as national structures become more complicated and sophisticated, innovative and extensive technological pursuits will become necessary. In this context, the Voltech group has been formulating short and long-term plans that will contribute to the development and progression of the nation's key industries, especially in the field of Human Resource Management. The Voltech group boasts of this strong foundation, with moral and ethical values being our driving mantra.

Our continually increasing sales and profits graphs over the last decade are the best endorsements we have received from the industry as a testament to our prowess. We have a clear vision about building on our strengths and our achievements while holding dearly, our principles and guiding values.

We bring to our clients much needed human values, integrity, trust and an assurance of responsibility, all of which are accentuated by our expertise in outsourced HR Services. Our biggest assets have always been our small but highly trained team of professional managers and engineers, who are backed by an exceptional group of administrators.

As we move approach the next frontier of growth and excellence, I seek the support and encouragement of all our stakeholders who have made our great odyssey memorable and rewarding. I invite you to peruse the following pages to know our corporate profile better. I look forward to developing a meaningful and mutually rewarding association, and to enjoy the privilege of calling you an esteemed client.

M. UMAPATHI B.E., M.I.E
 Chairman and Managing Director

5000+

EMPLOYEES

29

YEARS OF EXCELLENCE

40+

COUNTRIES

Greetings from VHRS

At the very outset, allow me to express my sincere gratitude to all our clients, well-wishers, employees and other stakeholders for their continuous support and encouragement. They have been a key driver to the incessant growth of Voltech HR Services.

I express confidence that our versatile, adaptable and technology-led efforts will pay rich dividends, and that we will exceed the demands and expectations of our clients. In a very short span of time since our inception, we have made significant inroads into the domestic and international markets by winning major projects across India as well as the Middle East. We continue relentlessly on our quest to scaling the peaks of the global market.

Over the years, we have faced many challenging situations. However, we have always countered these challenges successfully through our operational efficiency and management practices. This has resulted in glorious outcomes in every sector where we have forayed into.

VHRS is on an accelerated growth path with a vision to excel at the world stage. We are proving our class and caliber in every undertaking. We hope to receive the opportunity to be at your service. Thank You!

- MR. CHANDRA MOHAN S M
Director - Voltech HR Services Pvt. Ltd.



Our Range of Services



RECRUITMENT SERVICES [International & Domestic]

Recruit exceptional candidates by designing and executing recruiting strategies, sourcing, interviewing, and onboarding. Provide detailed recruitment reports and promote company's image as a great place to work.

BACKGROUND VERIFICATION SERVICES

VHRS enables organizations to make informed hiring decisions with our comprehensive background checks, timely results and tailored reports.

STAFFING COMPLIANCE & PAYROLL MANAGEMENT

Partner with us for success! Adhere to compliance system ensure adherence to legal regulations and ethical standards also manage information flow. Satisfy employee requirements and foster productive environment.

EVENT MANAGEMENT SERVICES

VHRS Event Management Service provides innovative event planning & execution, from corporate galas to fundraisers & private functions. Our team specializes in creative visuals, efficient logistics, & tailored solutions to exceed expectations.

PRIDE & PLEASURE



MISSION

To give the best in industry services to all our stakeholders - Clients/Candidates, through seamless, consistent, innovative, systematic, process oriented, quality driven HR & Recruitment Services.

To partner with the stakeholders to achieve their goals through global reach, excellent and consistent people management with effective development and deployment of Human Resource.



VISION

To become a trendsetter in the field of HR Service outsourcing by delivering excellent and consistent services to all our stakeholders with Pride & Pleasure.

OUR CORE VALUES

We serve with : **People-focus** | **Respect** | **Innovative** | **Diverse** | **Team work**

WE BELIEVE IN BEING

Passionate for Excellence | **Leadership** | **Ethical** | **Accountable** | **Solicitous** | **Ubiquitous** | **Radical** | **Exhaustive**

Our Certifications



Ministry of External Affairs
Government of India



NASSCOM[®]

SEPC
SERVICES EXPORT PROMOTION COUNCIL



MSME
MINISTRY OF MSME, GOVT. OF INDIA
OUR STRENGTH • OUR FUTURE



HASSLE FREE BUSINESS OPERATIONS

OUR Services



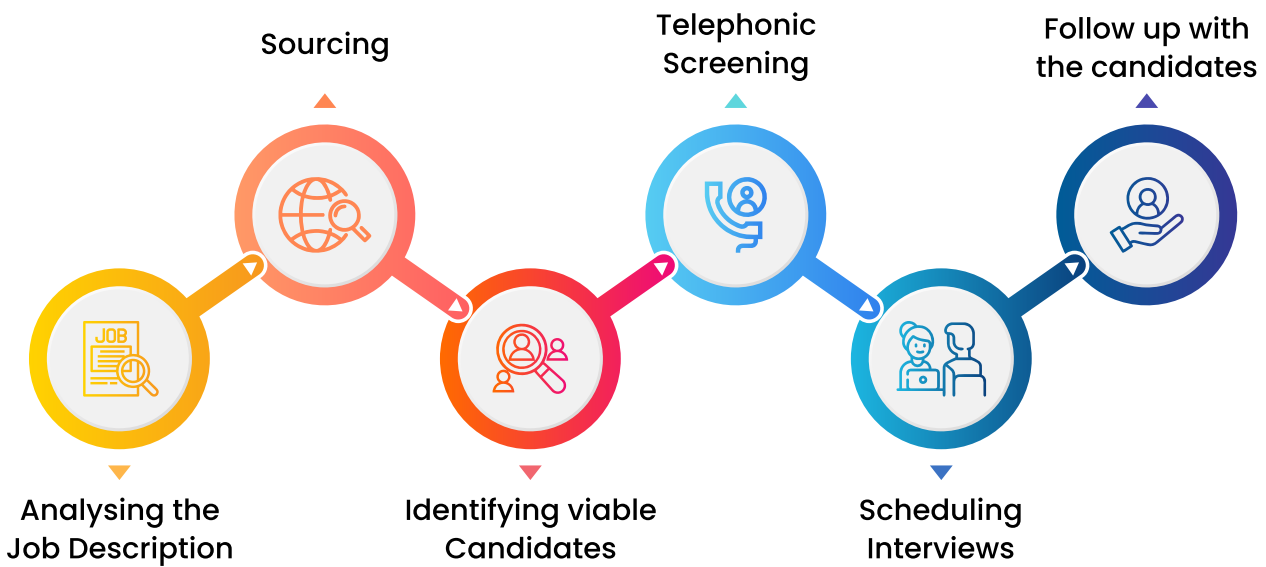
Domestic Recruitment



VHRS assist their clients with their specialized Recruitment team who is well-versed into Domestic market and have a lot of industry knowledge. With these set of employees, VHRS can guide their candidates with appropriate interview techniques, selection criteria and other factors that are specific to their local market.



RECRUITMENT Process



STAFFING Solution

"We make the laws simple"

Staffing is the process by which an organization creates a pool of applicants and makes a choice from that pool to provide the right person at the right place at the right time to increase the organizational effectiveness without much burden to the principal employer. Staffing is the process of acquiring, deploying, and retaining a workforce of sufficient quantity and quality to create positive impacts on the organization's effectiveness. We have the pleasure to introduce ourselves as a staffing organization providing both Professionals and Technical Resources to our various clients across globe. You need the right people to succeed! VHRS supports short-term, seasonal, high-volume and niche contract requirements. We also provide contract-to-hire talent for project-based support with the option to hire our contractors as permanent employees, or find By listening to our clients' business needs, we have permanent top talent your company needs today. gained a unique perspective into how we can help.



Staffing Services



**PERMANENT
PLACEMENT**



**TEMPORARY
STAFFING**



**PAY ROLLING
SERVICES**



**HR SUPPORT
SERVICES**



**EXECUTIVE SEARCH
& SELECTION**



**PAYROLL
EXECUTION**



**LABOUR
COMPLIANCE**

STANDARD Operating Procedure



- Employee Contractual agreements / Payroll Management / Monthly Attendance / Over Time Records / Leave Records will be maintained
- Attendance (Time Sheet) will be submitted by the stipulated date of every month.
 - ✓ **Insurances** - Workmen Compensation (WC)/ GPA/ GMC will be additional perks of employment which will be mandatory for employee under our Roll.
- Provision of basic Personal Protective Equipment (PPE) to the employee.
 - ✓ Company policies & List of Holidays will be explained to the employee.
 - ✓ Statutory compliances as per the governing Rules & Act
- Replacement of employee in case of non-Performance or voluntary relieving
- Entry & Exit formalities for the employees.
- Tracking of Disciplinary action and Misconducts and issuing warnings as and then.

INDUSTRIES WE SERVE



UNLEASHING The Truth

VHRS allows a smarter approach to background checks! Whether you are a Fortune 500 corporation, a mid-size organization or a small business, VHRS offers smart, precise and comprehensive background checks that enable you to focus on what's most important- managing your organization's risk and making the best employment decisions. Every new hire or applicant adds to business and security risks that companies must mitigate in an increasingly complex environment and competitive business cycle. VHRS performs 42 different types of background checks across PAN India, UK, Asia and the Middle East. This way, we help you discover potential issues that can affect your business before you make the decision.

OUR Services



VHRS India is a subsidiary of the Voltech group, and registered as an independent company. Marking a presence throughout Asia and the Middle-East, Russia the company is administered as 4 business units, each unit serving the distinctive services and diverse needs of the specific markets. VHRS India having its headquarter at Chennai is strategic location for accessing pool of resources from India, Nepal & Srilanka to serve the skill gap across Middle-East & Asia. Having offices across Gulf region adds value to customer for quick access and immediate solution.

EBGC

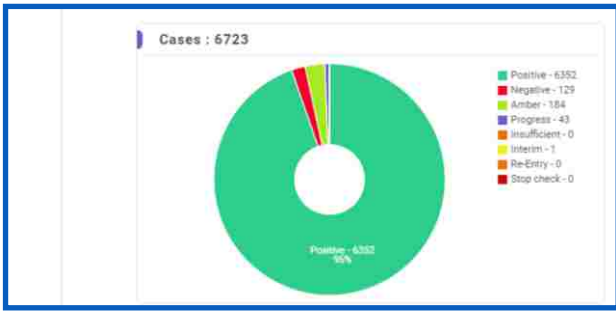
(EMPLOYEE BACKGROUND CHECK)



ABGC

(APPLICANT BACKGROUND CHECK)





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222	insufficiency documents	10-Aug-21 14:08:39	INSUFF
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225	Batch_04_040821 Batch_04_040821	04-Aug	New Cases - MT & DGM

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8	EPFC_31	116760	Kumaratharan M	10	08-Jan-21	20-Jan-21	Positive
9	EPFC_34	116228	Ramesh M	10	08-Jan-21	20-Jan-21	Positive
10	EPFC_33	116229	Haritha	10	08-Jan-21	20-Jan-21	Positive
11	EPFC_34	116806	Raja Natharani S	10	08-Jan-21	20-Jan-21	Positive
12	EPFC_31	116232	Rajesh K	10	08-Jan-21	20-Jan-21	Positive
13	EPFC_34	116234	Arjun M S	10	08-Jan-21	20-Jan-21	Positive
14	EPFC_39	116811	Rajul Dhan S	10	08-Jan-21	20-Jan-21	Positive
15	EPFC_42	116930	Ashik J Han	10	08-Jan-21	20-Jan-21	Positive
16	EPFC_42	116840	Sulabhakann M	10	08-Jan-21	20-Jan-21	Positive

Emp Code	Emp Name	Emp Status	Emp Type	Emp Category	Emp Grade	Emp Location	Emp Division	Emp Department	Emp Section	Emp Sub-Section	Emp Shift	Emp Salary	Emp Pension	Emp Gratuity	Emp Provident	Emp PF	Emp EPF	Emp Other
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501	deepakr12@gmail.com	Deepak	S		Submitted	2023-02-27 14:00:08	2023-03-28 13:27:59
502	meowkathiravel@gmail.com	Meow	Shan		Submitted	2023-02-27 14:04:49	2023-03-28 11:17:39
503	anirudhreddy19@gmail.com	Anirudh	Reddy		Submitted	2023-02-27 14:06:30	2023-03-28 09:50:46
504	narasimhanarayanan@gmail.com	Narasimha	Narasimhan	P	Submitted	2023-02-27 14:04:06	2023-03-27 14:23:00
505	kanakaprasanna@gmail.com	Kanak	A		Submitted	2023-02-27 14:03:48	2023-03-28 15:14:44
506	venkateshreddy@gmail.com	Venkatesh	Reddy		Submitted	2023-02-27 14:03:27	2023-03-28 11:18:23
507	anirudhreddy19@gmail.com	Anirudh	Reddy		Submitted	2023-02-27 14:03:06	2023-03-28 12:12:49
508	anirudhreddy19@gmail.com	Anirudh	Reddy		Submitted	2023-02-27 14:02:48	2023-03-27 15:59:36
509	prajayreddy666@gmail.com	Prajay	N		Submitted	2023-02-27 14:02:18	2023-03-28 09:00:52
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515	anirudhreddy19@gmail.com	Anirudh	Reddy		Submitted	2023-02-27 14:00:12	2023-03-27 09:45:50

Basic Information

First Name: [E], Last Name: [S], Father Name: [Dhanraj S]

DOB: [09/11/1987], Age: [35], Gender: [Male], Marital Status: [Single]

Current Address

Address1: [101, Kanner Junction, T. Nagar], Address2: [Seydurai Nagar, Chennai], Address3: [Chennai], Task Order: [101]

State: [Tamil Nadu], Country: [India], Pincode: [600016]

Permanent Address

Address: [101, Kanner Junction, T. Nagar], Address2: [Seydurai Nagar, Chennai], Address3: [Chennai], Task Order: [101]

State: [Tamil Nadu], Country: [India], Pincode: [600016]

Academic Details - 1

College Name & Address: [Vivekananda Engineering College], University Name & Address: [Anna University], Branch: [Electrical]

Course Name: [B.E. Civil], Academic Year: [2015], Reg No: [0718]

Degree Type: [B.E. Civil], Reg No: [1584451575]

Employment Details - 1

Employer Name: [Tata Steel], Address: [101, Kanner Junction, T. Nagar]

Simple & Secure : Square application that minimize the need for human input and provide a real time reporting experience to our customers. Our cloud based system allows for huge connectivity benefits while your business is on the go. Square is 100% secured, user-friendly, customizable with integration platform ; it covers all vital screening functions. Square lets your candidates supply their data, documents, and take background check results with ease.



KEY Benefits

- Real time Report System
- 24/7 Support
- Cloud Based Operation
- High Data Security
- 100% Automated Reports
- Multi Level Validation

WHY CHOOSE Voltech

VHRS Event Management Service is your premier source for turnkey event solutions. Our expertise and experience brings success to every type of event. From corporate galas and meetings to conferences, fundraisers, and private functions, our team of elite event planners' delights in stringing together intricate installations and experiences that create lasting impressions and make for an unforgettable event. We specialize in leveraging the latest event technology, creative visuals, and efficient logistics, allowing you to join your event goals with our skillful design.



Seminars



Conferences



Trade Shows



Executive Retreats



Organization Milestone Events



Team Building Events



Product Launch



Board and Shareholder Meetings

as well as many more....

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OUR Event Services



Venue Sourcing



Venue Arrangements



Fabrication



Branding



Hostess



Audiovisual,
Lights & Sound



Creative Stages



Stage decor &
event production



Special Talents



Celebrity
Managements



Photo &
Video Services



Entertainments



Bouncers



Gifts and
Mementos



Design and Printing



Resource Arrangements



Food and Beverages

OUR Event Process



01

UNDERSTANDING OF
EVENT NATURE AND FLOW



03

PLANNING OF
EXECUTION



05

VISITING VENUE FOR PREVIEW DISCUSSIONS
OF PLACEMENTS OF MATERIALS



02

BRAINSTORMING
OF CREATIVE IDEAS



04

DESIGNING OF
WHOLE EVENT



10

EXECUTING
EVENTS



08

CONSTRUCTION OF VENUE
ARRANGEMENTS & STAGE



06

DISCUSSING
POSSIBLE DELIVERABLES



09

CONDUCTING
DRY RUN



07

FINE TUNING
EVENT FLOW



OUR Clients



TOP 50+ CLIENTS

STAFFING COMPLIANCES PAYROLL management

SANYODENKI

MSC TECHNOLOGY

Processware Systems
prudent business solutions

d4t4 solutions

ANDRITZ

MAGNETIC®
ACCESS TO PROGRESS

HCLTech

Fujisoft®

WOW Truck.in

HEAT AND CONTROL

NOVAC®
TECHNOLOGY SOLUTIONS

COLGATE-PALMOLIVE

BorgWarner Morse TEC

TATA

TUV NORD

B/S/H/

L&T Technology Services

AIS
Asahi India Glass Ltd.

AMW
THE GLOBAL TRUCK

PRECIA MOLEN™
WORLDWIDE WEIGHING

CooperStandard

Aadhar
Housing Finance Pvt. Ltd.

FEDERAL BANK
YOUR PERFECT BANKING PARTNER

BMW

XERAGO
CONTACT: TEL: 020-26100000

Gammco CAT

HINDUJA LEYLAND FINANCE

L&T Hydrocarbon

TPSC INDIA

• APTIV •

BRIDGESTONE

ALSTOM

MICHELIN
A better way forward

L&T Valves

REYDEL
automotive

NIPPON EXPRESS

SAINT-GOBAIN

SCHWING Stetter

Shapoorji Pallonji

LARSEN & TOUBRO

Allison Transmission

YAMAHA

WEST Pharmaceutical SERVICES

Reliance Industries Limited

enlightened

KYB
Our Precision, Your Advantage

MITSUBA

Veedol
ENGINE OIL

Punj Lloyd

IDENTIV

HITACHI
Inspire the Next

CHRYSLER

TUV SUD

and many more...

OUR Clients

TOP 50+
CLIENTS
BACKGROUND VERIFICATION

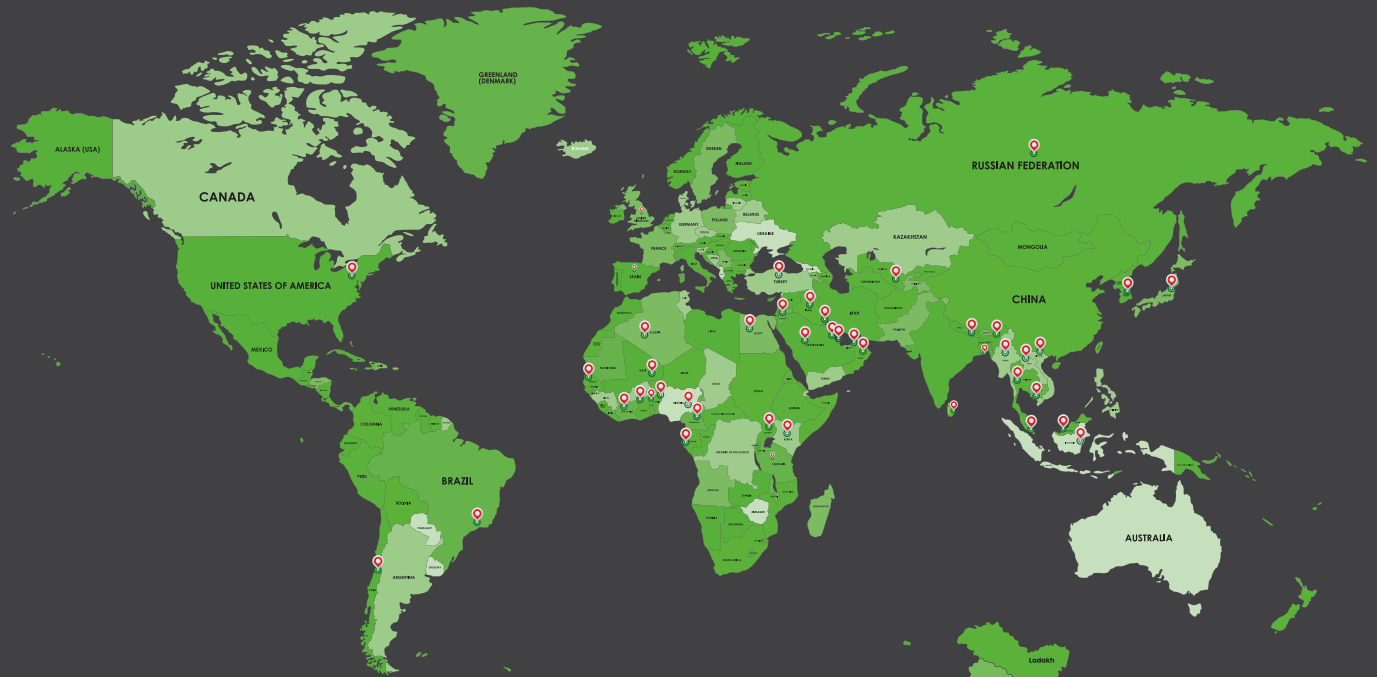




OUR Clients



OUR PRESENCE



International Locations

ASEAN : Cambodia | Indonesia | Laos | Myanmar
Malaysia | Singapore | Thailand | Vietnam

SAARC : Bangladesh | Nepal | Sri Lanka

Middle East Countries : Bahrain | Iraq | Jordan | Kuwait
Oman | Qatar | Saudi Arabia | U.A.E

Africa : Algeria | Benin | Cameroon | Egypt | Ghana | Gubon
Ivory Coast | Kenya | Mali | Nigeria | Senegal | Tanzania | Uganda | Togo

Europe : Spain | Turkey | United Kingdom

CIS Countries : Uzbekistan

America : USA, Brazil, Chile

Japan | South Korea



INDIA :

Bangalore | Bhubaneswar | Bilaspur | Chennai
Coimbatore | Guwahati | Hyderabad
Kochi | Kolkata | Lucknow | Mumbai | New Delhi
Rajpur | Vadodara | Vizag

We source from



India



Nepal



Bangladesh



Sri Lanka

GET IN TOUCH NOW

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Mail : hr@voltechgroup.com

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#2/429, Mount Poonamallee Road,
Ayyappanthangal, Chennai - 600 056

SCAN FOR PROFILE

