



## Corporate Profile

And

Proposal For Recruitment, Outsourcing, Staffing & Training Solutions

**Sat-n-Merc Manpower Consultant**

*Let us grow together*

<http://www.satnmerc.co.in>

This document is the copyright of Sat-n-Merc Manpower Consultant. It is not to be copied, distributed or transmitted in any form or by mean without the prior consent of Sat-n-Merc Manpower. Infringement of copyright is a serious civil and criminal offence.

## About Us

Sat-n-Merc is a young, vibrant and focused HR consulting firm, providing better options at all levels in its domain. Sat-n-Merc has shown great commitment and professionalism in rendering its services to its various clients and understand how important matching employment skills and personality to the business needs and culture of an organization is, for both candidate and client. We aim at delivering innovative solutions to companies looking for cost effective quality IT/ITES/Staffing services with a quick turnaround time. We are committed to offer our clients lower cost, lower risk and higher quality HR/Manpower solutions.

Our client base covers large and medium sized companies spanning across several domains and verticals - Technology, Telecom, ITES, Banking & Finance, Retail & FMCG, Life Sciences, Engineering & Construction, and Manufacturing. As a provider of temporary and permanent staffing services, Sat-n-Merc is keenly aware of the ever-changing needs of our customers and the importance of building solid, lasting partnerships. We deliver a competitive advantage to our business partners by locating and attracting key professionals.

We see our clients as equal partners in a win-win situation. We are committed to our clients and believe that our job is not done until the client is delighted. We passionately believe in Customer Acquisition and Retention. We assure high level of customer satisfaction by providing our customer with the right fit due to our commitment and detailed knowledge of recruiting across all industry verticals. Our differentiating value is our combination of speed, cost and quality. We help you get your staffing requirements met in a faster, economical and reliable manner. You can look up to Sat-n-Merc for Reliability, Transparency, Integrity and Confidence. We offer reliable and high quality professionals on short and medium term contracts on client specified onsite locations. We have staffing solutions for all needs which can range from an individual who can fill a gap in an ongoing project or to a full-fledged project team. Our staffing services aim at easing your deadline crunch, boost your productivity and lower your cost.

We offer a wide spectrum of HR services:

- Executive Search & Recruitment
- Staffing Solutions
- Payroll Processing
- Employee Verifications
- Soft Skill & Behavioral Training
- Management Consulting Services

Sat-n-Merc's team of professionals have years of experience in the industry and in their respective fields, thereby ensuring delivery of best-in-class professionals in all the phases of operations. We have a team of qualified recruiters, all having done specialization in HR and real time experience in the field of recruitment. Our expertise ranges from Recruitment Management Systems, HR Strategy, Competency Management Systems, Counseling, Appraisal systems and so on. In essence, we help you build a competitive advantage by finding the very best employees.

### Recruitment and Staffing Solutions:

Sat-n-Merc is committed to establish and maintain a positive difference to your staffing needs. We do this by leveraging our very best in talent, tools, and processes. We are in the business of effectively understanding your manpower requirements, procuring the candidate with the desired profile and building trusting relationships. With our industry expertise, we understand that companies today require more than a skilled candidate; they look for employees who are productive, exhibit a positive attitude and have the ability to become a valued member of their organization.

We, at Sat-n-Merc, offer strategic HR Outsourcing, Recruitment & Staffing and Training solutions. Within the Recruitment Process, we have following solutions:

1. Executive Search
2. Head Hunting
3. Complete Recruitment Solutions

## Executive Search

All entry and junior level positions (up to the level of AM) are catered to, with the support of our existing database, job sites and job postings on the job sites. Few of the domains and Verticals which we are currently specialize in are :

- Financials Services for ITES industries
- Call Centre's & BPO's
- Information Technology and Telecom
- Banking and Insurance
- Engineering & Process
- Retail & Hospitality including hotels

## Head Hunting

This solution is specific to all middle and senior level assignments. We adopt a process of identifying best talent within / outside industries which are relevant and suitable for the profile specified by the client.

## Complete Recruitment Solutions

For Corporate who need to recruit a large pool of candidates, with perhaps similar qualifications / skills, Sat-n-Merc acts as a recruitment partner to tackle the project manpower needs by mobilizing resources internally to process large volume responses, manage selection of required personnel, including the management of administrative details and logistics... within tightly defined time schedules with significant savings of the client's time and perhaps the most important of all, maintain quality. This solution is a major success and popular in diverse industry sectors.

Based on the corporate's specific requirements, we will

- Define competencies for each job
- Release the print media advertisement
- Collect and screen responses
- Administer relevant tests
- Conduct preliminary interviews and prepare final shortlist
- Conduct reference checks
- Coordinate final interview process
- And follow up with candidates till they join

Our professional fees for anchoring the process will be a consolidated amount and depend upon the volume and level of the assignment.

## Commercials

Our Commercials for Head hunting / Placement: Our Commercials will suit every bill and can be discussed and negotiated.

CTC (Cost to Company) would include the total emoluments incurred on a cost to company basis, included annual benefits, retirement benefits, fixed bonus, variable bonus, etc.

Apart from the professional fees Service Tax as per government rules will be charged on the invoice.

## General Terms and Conditions

1. Assignment details to be intimated in writing as per our requisition format.
2. Response time will not exceed five working days from the date of intimation.
3. On selection, the company must provide Sat-n-Merc with details of the offer made to the candidate to enable follow up and correct billing.
4. The Company shall within 24 working hours of receipt of a resume, inform Sat-n-Merc if the Company has previously received the same resume from other source/s.
5. If the candidate leaves within 90 days, a replacement will be provided.
6. Credit period - not exceeding 15 days (from the date of candidate joining).
7. Sat-n-Merc Manpower Consultants and the Client shall at all times keep the information provided by each other in complete confidence.

We are committed in delivering quality work. During the course of the relationship we would be requesting for a feedback at various intervals of time so as to understand the areas of improvement and enabling us to deliver better quality of work.

We thank you for the opportunity given to us and look forward to a long lasting business relationship.

## Sat-n-Merc Manpower Consultant

Mail:- [info@satnmerc.co.in](mailto:info@satnmerc.co.in)

Visit:- <http://www.satnmerc.co.in>