



WIN . WIN . WIN

we mean it!



Selco Continental Pvt. Ltd.

The most preferred Overseas HR Providers in Sri Lanka

An ISO 9001:2015 Certified Company

OUR VISION

To be the number one overseas human resources provider in Sri Lanka.



OUR MISSION

To provide unparalleled recruitment services to our global employer clients and Sri Lankan job seekers through reliable, professional and ethical business practices supported by well trained and dedicated staff.



OUR PLEDGE

We will source and facilitate, with due diligence, highly suitable and rewarding overseas employment for aspiring Sri Lankans thus enhancing the quality of their lives.

We will serve our motherland by helping to reduce unemployment and by contributing towards its national wealth through increased foreign exchange inflow.

We will serve the host countries in efficient increase of their productivity by offering high quality Sri Lankan Manpower.

We will adhere to all statutory and regulatory requirements of Sri Lanka and host countries.

We will encourage team work and motivation among our employees and provide for training and career development.

We will fulfill our corporate social responsibility.



HAVING A
COMPANY
POPULATED WITH
BRIGHT,
ENTHUSIASTIC,
TALENTED,
HARD WORKING AND
ETHICAL
EMPLOYEES WOULD
BE A BLESSING
TO ANY BUSINESS



A Winning Combination

CMD SPEAKS...

If all began almost three decades ago. Having returned from Saudi Arabia where my 10 years of career culminated in Administration and Personnel Manager in a leading Group of Companies, I started this business in a miniature office with just two employees. Ever since, through our steadfast commitment to our core values - Reliability, Transparency and Excellence - it has been a march of growth. From a mere so called 'agency' to a professional HR Company, from one among others to one above others, the transformation has been phenomenal.

Looking back, it is highly gratifying. Thousands of happy job seekers! Hundreds of satisfied employers! The journey of two decades is fulfilling indeed. And that gives us the impetus to march ahead with confidence that we have been treading the right path.

So Dear Employer, if your search is for a professional and reliable recruitment partner in Sri Lanka, look no further. Here we are – geared to fulfill all your HR needs with utmost efficiency and dedication. We do so because our success lies on your success.

Our company profile that follows and words of endorsements from our existing employer clients, I am sure, will certainly prompt you to give us an opportunity to be of service to you.

Our promise is simple.

Try us once. We will ensure that you will cherish your decision for many years to come.

P.S. Selvaratnam MBA
Chairman/Managing Director
Selco Group of Companies - Sri Lanka



COMPANY PROFILE

COMPANY INFORMATION

Company Name	Selco Continental Pvt. Ltd.
Business Registration No	PV 20005
Legal Entity	Private Limited Company
Year Founded	1995

ADDRESS

Registered Address	No. 69A-1/1, Galle Road, Dehiwala South, Sri Lanka
Office Location	No. 69A-1/1, Galle Road, Dehiwala South, Sri Lanka

COMPANY COMMUNICATION

Telephone	+94 11 433 4777
Fax	+94 11 401 6730
Email	info@selcohr.com
Website	www.selcohr.com

BUSINESS DESCRIPTION

Founded in 1995, Selco Continental Pvt. Ltd., commonly known as SelcoHR, is a human resources service providing company. The company specializes in providing quality Sri Lankan human resources to overseas employers. The company serves almost all the industries such as manufacturing, trade retail & wholesale, Sales & Marketing, service industries such as healthcare, hospitality, telecommunication, accounting & finance and information technology to name a few.

HISTORY

After completing a 10 year career in the field of Personnel Management in Saudi Arabia, thus gaining rich knowledge and experience as to the social conditions and work environments of the Middle East, Mr. P.S. Selvaratnam (Chairman/Managing Director - SelcoHR) returned to Sri Lanka in 1995 and established his business with the objective of providing quality Sri Lankan manpower to global clients. Throughout its two decades of existence, SelcoHR has provided rewarding overseas employment opportunities to thousands of Sri Lanka citizens. Through its consistent professional approach irrespective of size of employing companies or number of personnel being recruited, the company has gained the respect of small and large corporations alike who have remained the clients of SelcoHR for the past many years.

BOARD OF DIRECTORS

P.S. Selvaratnam MBA Chairman/Managing Director / **Dr. (Mrs.) Vasanthadevi Selvaratnam** MBBS, DFM, MBA Director

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EMPLOYEES

General Manager	01
Operations Manager	01
Recruitment Manager	01
Administrative Officer	01
Mobilization Supervisor	01
Recruitment Executives	05
Mobilization Executives	05
Accountant	01
Accounts Assistant	01
Receptionist	02
Field Officers	02
Support Staff	05
Office Assistant	02

TOTAL **28**

KEY MEMBERS

P.S. Selvaratnam

Chairman/Managing Director

+94 777 364 885

md@selcohr.com

S. Ravichandran

General Manager

+94 777 328 048

gm@selcohr.com

Mr. Prabhath Kulathunga

Operations Manager

+94 772 960 555

prabhath.kulathunga@selcohr.com

Mr. Sadeep Hirunda

Recruitment Manager

+94 772 960 605

sadeep.hirunda@selcohr.com

Mr. Chamodhi Imangika

Accountant

+94 757 948 913

finance@selcohr.com

Ms. Imihiri Wijenayake

Administrative Officer

+94 777 346 506

bde@selcohr.com

Mrs. Prabha

Mobilization Supv.

+94 772 960 551

prabha.kanagaratnam@selcohr.com

LICENSE

License to carry on the business of a Foreign Employment Agency issued by Sri Lanka Bureau of Foreign Employment

MEMBERSHIP

Association of Licensed Foreign Employment Agencies

/

The National Chamber of Commerce of Sri Lanka

BANKERS

Hatton National Bank, Kirulapone Branch, Sri Lanka

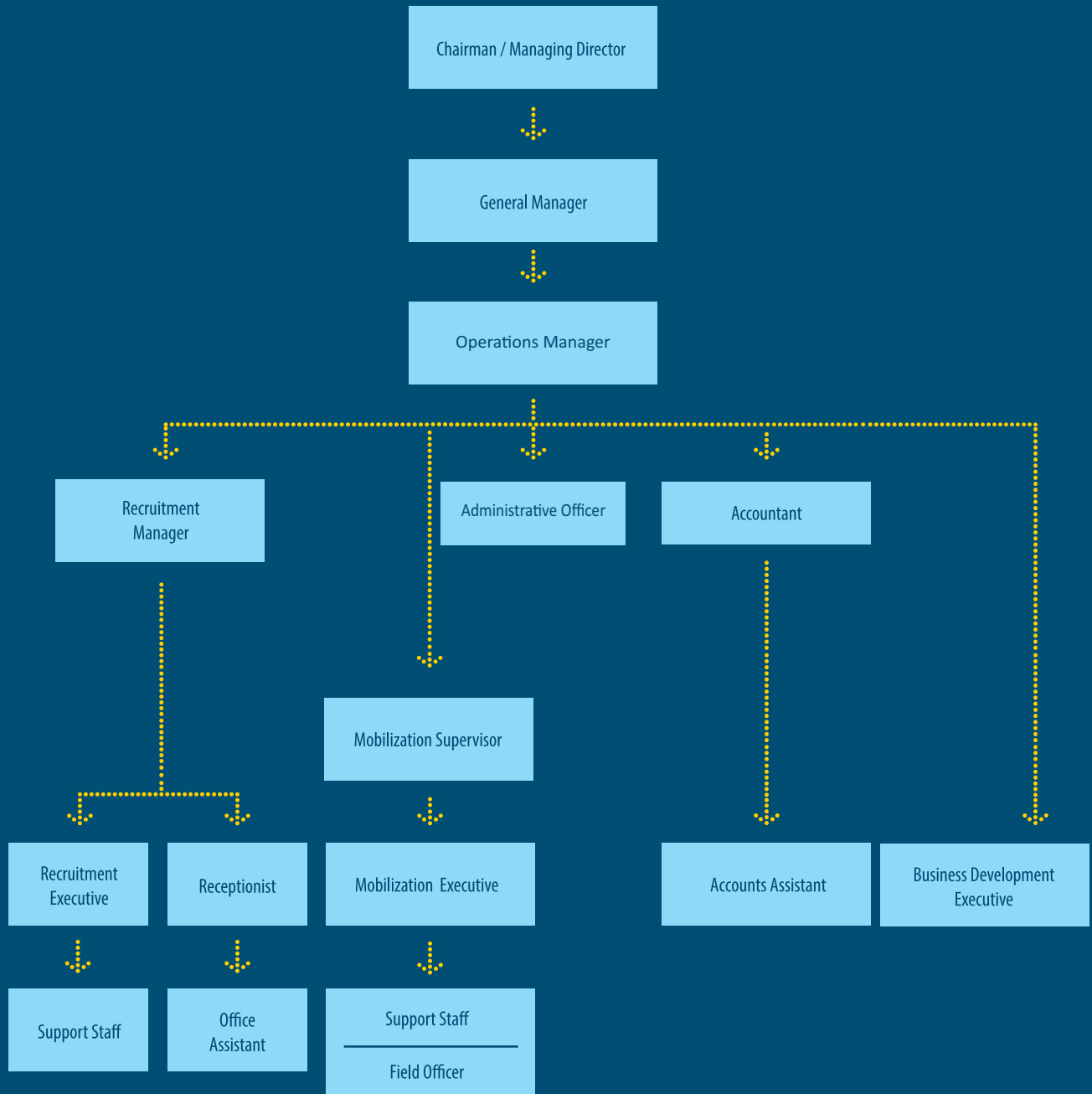
SECRETARIES

Supreme Management Services, 472/7, Suriya Mawatha, Koswatta, Battaramulla, Sri Lanka.

AUDITORS

Ranjan & Co., 19-2/2, Daisy Villa Avenue, Colombo 04, Sri Lanka.

ORGANIZATION CHART



Selco Global Holidays dreams do come true...

SELCO Holidays

www.selcoholidays.com selcoholidays@sltnet.lk

Tel: 011 - 588 37 37

SelcoHR - Gateway to Great Overseas Careers

SELCO CONTINENTAL (PVT) LTD.

Foreign Employment | විදේශ රැකියා | வெளிநாட்டு வேலை

SELCOHR Right Place - Right People

011 433 4777 www.selcohr.com info@selcohr.com

No. 69A-1/1, Galle Road, Dehiwala South

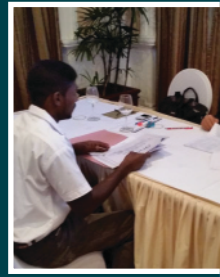
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SPORTING TIMES

SELCO GROUP OF COMPANIES

SELCOHR SELCO Global SELCO Holidays SELCO Health

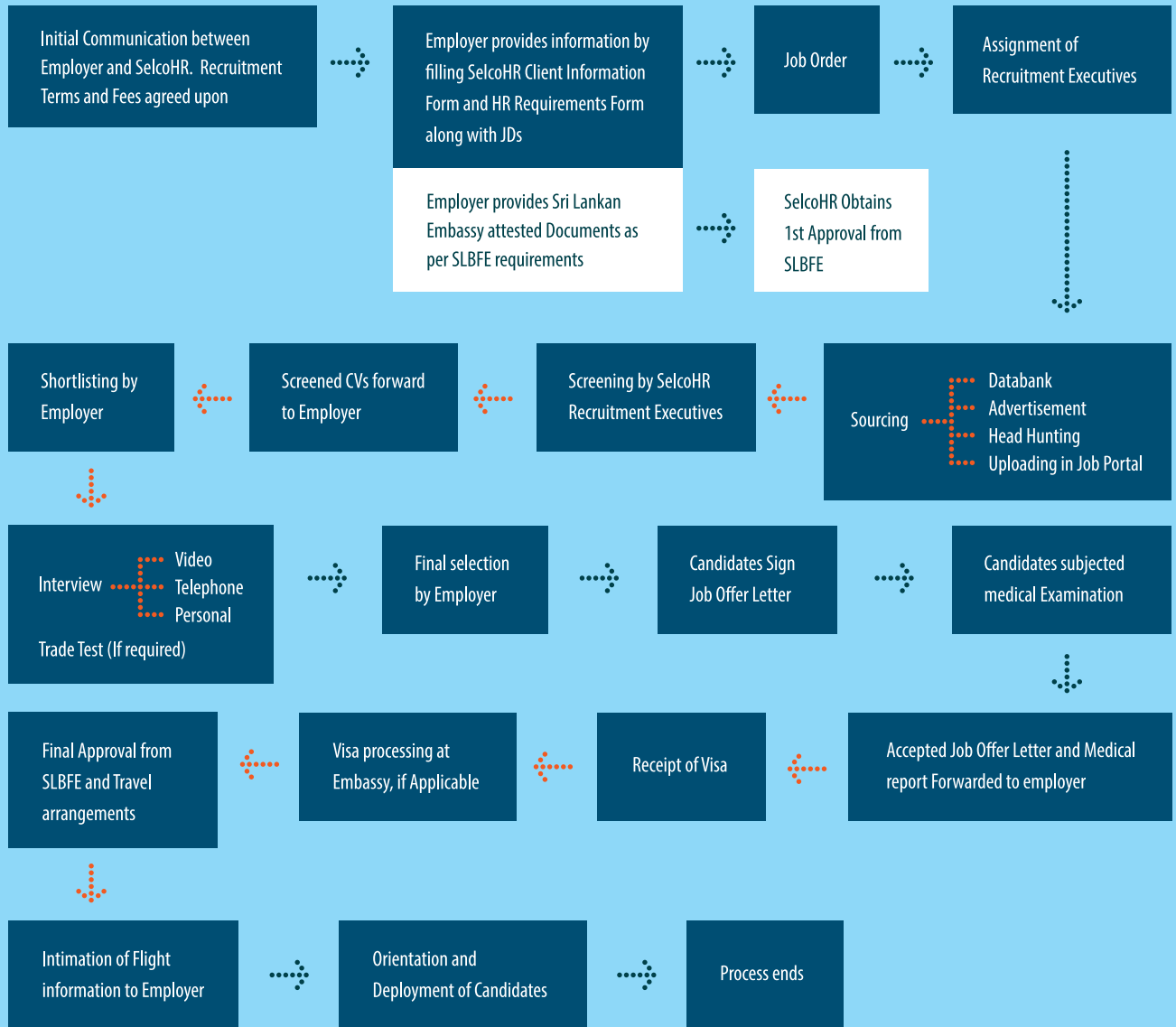
No. 69A-1/1, Galle Road, Dehiwala South Tel: 433 477



The Gallery...



THE RECRUITMENT PROCESS – A BIRD’S EYE VIEW. . .



NOTE :

Documentation

All overseas recruitments in Sri Lanka are governed by the rules and regulations of Sri Lanka Bureau of Foreign Employment (SLBFE), a government regulatory body and approval from SLBFE is mandatory to carry out any overseas recruitment. As such, during the process of recruitment, Employers must provide recruitment documents (Demand Letter, Special Power of Attorney and Recruitment Services Agreement), duly attested by Sri Lankan embassy in their respective countries to obtain approval from SLBFE. **(Specimen of these documents can be provided on request).**

Time Frame

Three (3) weeks from the date of receiving confirmed 'Job Order' to source and dispatch CVs and/or line-up candidates for interviews.
Two (2) weeks from date of receipt of visas to mobilize the selected candidate(s).

Recruitment Fees

Recruitment Fees vary depending on the category and number of personnel, Employer Company policy etc., and hence are negotiable.

LICENSES / MEMBERSHIP / ACCREDITATIONS



SLBFE License



ALFEA Compliance Certificate



ISO 9001:2015 Certificate

WHY RECRUIT FROM SRI LANKA?

The Sri Lankan Advantage

EMPLOYEES:

- From a country with 92% literacy rate
- Fast Learners - Easily trainable
- Adaptable in a multi-national environment due to multi-ethnic upbringing
- Proficiency in English language
- Easygoing by nature

Fast and Efficient government procedures

Easy access to the country to delegates visiting to conduct interviews

OUR TEAM – OUR STRENGTH



Team SelcoHR

The SelcoHR Advantage

- TWO DECADES OF EXPERIENCE
- UPDATED ONLINE DATABASE
- DEDICATED & EFFICIENT STAFF
- PROMPT RESPONSE
- FAST TURNAROUND
- TRANSPARENT BUSINESS PRACTICES

OUR EMPLOYER CLIENTS – TO NAME A FEW...

KSA

Nesma & Partners, Jeddah
Military Uniforms
& Accessories Factory, Riyadh
Forsan Food & Consumer Products Co., Dammam
Landmark Group, Riyadh
Sama International, Riyadh
Arabian Castles General Contracting (ACGC),
Dammam China Harbour Engineering Company,
Al Khobar Panda Retail Company, Jeddah
Katoen Natie Khonaini Co. Ltd, Al Jubail
Yusuf Bin Ahmed Kanoo, Riyadh
Power of Solidarity Cont. Co., Al Jubail
Arabian Consolidated Industries, Al Jubail
Musnadah Facility Management, Al Khobar
Esar Trading Company, Baish
Al Faisal Dossary, Dammam
Power Project Contracting, Dammam
Arab Home, Jeddah
Marine Services & Co Ltd., Jeddah
Al Sadhan Group, Riyadh
Arc Advertising, Riyadh
Emaar Albader Contracting Co., Riyadh



UAE

Carrefour, Majid Al Futaim, Dubai
IMG Group
Landmark Group – UAE, Qatar, Oman, KSA
Al Fahim Group, Abu Dhabi
Zabeel Palace Office, Dubai
Imdaad LLC, Abu Dhabi
Arabian Construction Company, Abu Dhabi
Al Masaood Group, Abu Dhabi
Al Faner Electrical Systems, Dubai
Telelogic IT Solutions LLC, Dubai
Paper Chase, Dubai
AECOM, Dubai
KIBSONS International LLC, Ajman
Three60 Estates LLC, Abu Dhabi
Securitas LLC, Dubai
Silvertech, Dubai
Techno Marine, Sharjah
Axiom Telecom, Dubai



QATAR

Qatar Airways
Qatar Fertilizer Co. Ltd. (QAFCO)
Doha Petroleum Construction Co. Ltd. (DOPET)
Mowasalat
Teyseer Group of Companies
Naser Bin Khaled (NBK)
Madina Gulf Group WLL
Oryx Engineering Solutions Ltd.
ESS Compass Catering
Amwaj Catering
Spinneys Qatar
Tokyo Freight Services WLL
Teyseer Group Qatar
EMCO Facilities Management
Gulf Crafts
Abu Isa
Aida Trading
Carrefour, Qatar
Geepas Western International
Hyundai Rotem
Stick House



OTHERS

Al Zayani Trading Co, Kuwait
Olympic Center General Trading & Contracting, Kuwait
Boodai Trading Company, Kuwait
AL Manaratain, Bahrain
Arabian Sugar Company, Bahrain
Awal Refrigeration & Air-conditioning, Bahrain
Wa-Tech Water technology W.L.L, Bahrain
Bin Mirza International, Oman
Oman Building And Contracting Co LLC, Oman
Gulfar, Oman
East Timor Trading Group, Timor
CAPS 2000 Ltd, Malawi
Siku Group of Companies, Malawi
R. Gaffar Transport, Malawi
Jonson Manufacturing Co., Ltd, Lesotho, South Africa
Sonee Sports Pvt Ltd, Maldives
Shell Beans, Maldives
Housing Development Corporation, Maldives
SCM Garments Pvt Limited, Tiruppur, Tamil Nadu.





Dear Mr. Selvaratnam,

Good Day!!

We would like to convey our sincere appreciation to the management of your organization for the value of services provided.

Mohammed Kalandar
Coordinator HR Admin
Java Time - Saudi Arabia

Words of Appreciation....



Dear Selvaratnam,

We take this opportunity to thank you for the services rendered from your agency. Your efforts towards providing quality junior staff as per our business requirements are commendable. Your commitment on following our business code of conduct to ensure ethical recruitment is appreciated.



Sausan Chouka
Country HR Manager
Compass Catering Services, Doha, Qatar.



Selco Continental has been ably assisting us in our recruitment from Sri Lanka and we highly appreciate their professionalism and prompt response in our manpower requirements.

We do not hesitate to recommend the services and expertise of Selco Continental to any employer who wishes to source manpower from Sri Lanka.



P.R. Balasubramanian
Managing Director
Approach Transporting Co. WLL.,



Dear Mr.Ravi and Oshada,

Our new CEO Mr.Sajabil is very happy with Selco as all Selco provided staff, employees are hard workers and result oriented.

Thanks and regards!



Thushara Ariyaratne B.B.mgt
HR Officer
BARQ CONSTRUCTION GROUP WLL

UBMشركة تجار مواد البناء العالمية المحدودة
UNIVERSAL BUILDING MATERIALS MERCHANTS CO. LTD.

“

With pleasure we certify that Selco Continental (Pvt) Ltd., is our recruitment and manpower sourcing agents for the last many years. Selco Continental has been competently assisting us in our recruitments from Sri Lanka. We commend their head hunting and recruitment quality as well as their business dealings which are very transparent and straight forward. We wish you all the best and look forward for a continued business relation

”

Susiri Perera
Chief Financial Officer
Universal Building Materials-UBM,
Saudi Arabia

“

We would sincerely recommend the services of SELCO Continental Ltd., Sri Lanka for manpower recruitment especially for the Fibreglass Industry. Their services have been commendable with due diligence and honesty which comes out of a professional approach to their client needs.

Shiva Bharadwaj
General Manager
Gulf Glass Fibre w.l.l., Qatar

”

gulfcrafts
شركة غالف كرافتس

We take this opportunity to thank you for the services of your Company. During the past few years your esteemed organization has been providing us excellent services.

We are much glad and feel proud to be associated with your organization. At the same time your services along with your modest staff has helped to us in urgent moments. We wish you and your organization prosperity and success for the coming years to come

Your kind patronage and efforts are always appreciated.

Given this 3rd of January 2017

Vicken Deyirmenjian
General Manager

“

It was good working with SelcoHR and we experienced thorough professionalism right throughout.

”

Er. K.Paramaguru
CEO | Arc Advertising, KSA

ARC
ADVERTISING

At SelcoHR, striving for excellence is a never ending pursuit, driven by the belief that it is by deeds, not by words, that the strong relationship with clients can be sustained.



SELCOHR
Right Place • Right People

Selco Continental Pvt. Ltd.

No. 69A-1/1, Galle Road,
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Sri Lanka

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● www.selcohr.com