



www.sofiaenterprises.net

Business **Company Profile**

2024/2025

Connecting Talent with Global Opportunities
“Your Trusted Partner in Overseas Employment”

Sofia Enterprises SMC Pvt Ltd
Overseas Employment Promoter
License No. OP & HRD /4142/RWP /2017



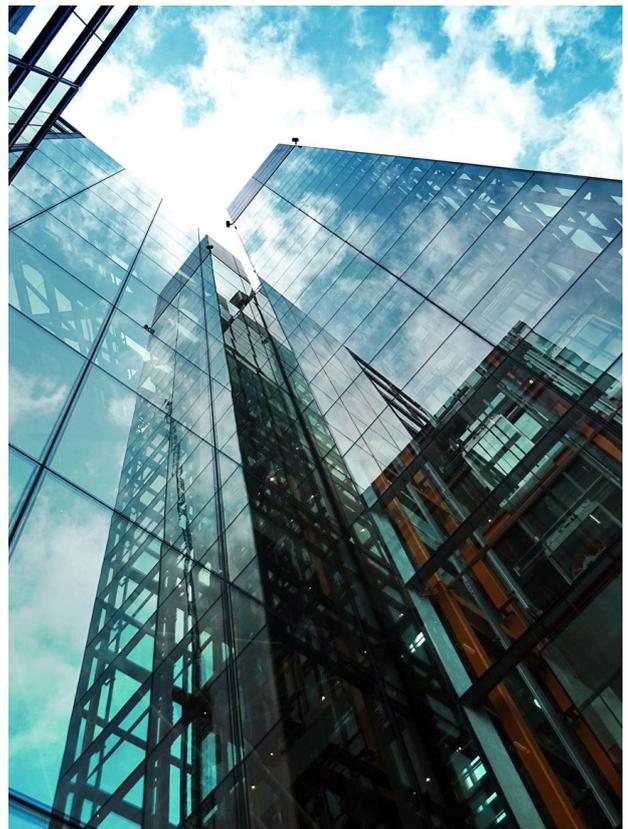
About Company

Empowering Global Careers with Precision and Trust

Sofia Enterprises SMC Pvt Ltd is a leading overseas employment promoter dedicated to bridging the gap between skilled professionals and global career opportunities. With a commitment to excellence and integrity, we specialize in facilitating international employment solutions that meet the evolving needs of both job seekers and employers worldwide.

Founded on the principles of trust, transparency, and efficiency, Sofia Enterprises leverages its extensive network and industry expertise to offer a range of services designed to support and enhance the international career aspirations of our clients. Our team of experienced consultants works closely with individuals to understand their career goals, providing personalized guidance and support throughout the job placement process.

At Sofia Enterprises SMC Pvt Ltd, we are committed to fostering successful and sustainable international careers by ensuring that every placement aligns with our clients' skills, aspirations, and values. Our mission is to empower individuals to achieve their career dreams while contributing to the global workforce with confidence and competence.



“Join us in shaping the future of international employment and unlocking a world of opportunities”



Welcome Message

Dear Valued Partners and Prospective Clients,
Welcome to Sofia Enterprises SMC Pvt Ltd!

As the CEO of this dynamic organization, I am thrilled to extend a warm welcome to you. Our company was founded with a singular vision: to connect talented individuals with exciting career opportunities across the globe. We understand the unique aspirations of job seekers and the evolving needs of employers, and we are dedicated to bridging this gap with precision, integrity, and innovation.

At Sofia Enterprises SMC Pvt Ltd, we take pride in our commitment to excellence and our ability to deliver personalized, high-quality services. Our team of experienced professionals is here to guide you through every step of your journey, from career counseling and job placement to visa and immigration support. We are passionate about empowering individuals to achieve their global career goals and helping employers find the right talent to derive their success.



"At Sofia Enterprises SMC Pvt Ltd, we are dedicated to bridging the gap between exceptional talent and global opportunities. Our mission is to facilitate seamless international employment solutions, ensuring that both our clients and candidates achieve their highest potential. We pride ourselves on fostering meaningful connections that drive mutual success and open doors to new horizons."

Sofia Iqbal
CEO Of Company

Our mission is not just about filling job positions; it's about building meaningful, long-lasting connections and fostering career growth on an international scale. We believe in the transformative power of global opportunities and are dedicated to supporting you every step of the way.

Thank you for considering Sofia Enterprises SMC Pvt Ltd. as your partner in this exciting journey. We look forward to working with you and helping you achieve your career dreams.

Warm regards,

Sofia Iqbal
CEO, Sofia Enterprises SMC Pvt Ltd



Vision & Mission



Vision

Our vision is to be the premier global connector of talent and opportunities, recognized for transforming the international employment landscape with innovation, integrity, and excellence. We aim to empower individuals to reach their full potential by providing access to rewarding career prospects and fostering diverse, dynamic workplaces around the world.

Mission

At Sofia Enterprises SMC Pvt Ltd, our mission is to bridge the gap between skilled professionals and global employers by offering personalized, high-quality international employment solutions. We connect talent with career opportunities and support their journeys through expert counseling, job placement, visa assistance, and pre-employment training. Our goal is to empower job seekers and employers to achieve their aspirations and succeed in the global market, maintaining the highest standards of professionalism and excellence.





Why Choose Us ?



Proven Track Record

Providing top-notch, efficient services and swiftly addressing immediate vacancies has fostered trust and transparency in our global partnerships.



Cost-Effective

Efficiently cutting recruitment costs, we ensure a positive return on your human resources investment.



Efficient Processes And Procedures

Delivering exceptional support, we streamline processes for our customers, ensuring timely fulfillment of their requirements with ease.



Value Our Partners And Clients

Guided by trust, transparency, and respect, we consider our clients as family, committed to delivering maximum business value for them.



Our Services

“Connecting Talent with Opportunity—Your Gateway to Global Careers.”

Overseas Employment

- Tailored recruitment solutions.
- Legal compliance expertise.
- Global deployment success.
- Welfare and safety assurance.
- Ongoing support throughout employment.

Manpower Recruitment

- Tailored staffing solutions.
- Expert recruitment assistance.
- Global talent acquisition.
- Streamlined hiring process.
- Comprehensive manpower support.

Human Resource Consultant

- Strategic HR guidance.
- Talent management expertise.
- HR policy development.
- Employee relations support.
- Performance evaluation assistance.

Visa Assistance

- Visa application support.
- Documentation assistance provided.
- Legal compliance guidance.
- Visa processing facilitation.
- Expedited application services.



Industries We Serve



IT & Technology

Empowering organizations globally through strategic IT talent placement for digital transformation.



Finance & Banking

We facilitate the strategic alignment of top-tier finance professionals with corporate and financial institutions worldwide, deriving growth and navigating market complexities.



Retail & E-commerce

We serve the retail and e-commerce industry by connecting qualified professionals with opportunities in digital commerce, merchandising, and customer experience.



Tourism & Hospitality

We serve the tourism and hospitality industry by connecting qualified professionals with opportunities in travel, accommodation, and customer service sectors.



Engineering & Construction

We specialize in sourcing top-tier engineering and construction talent globally, deriving impactful infrastructure development.

Industries We Serve



Manufacturing

We serve the manufacturing industry by connecting talented professionals with opportunities in production, quality control, and process optimization.



Energy & Utilities

We serve the energy and utilities industry by matching skilled professionals with roles in renewable energy, power generation, and infrastructure management.



Logistics & Transportation

We serve the logistics and transportation industry by linking skilled professionals with opportunities across supply chain management, freight, and transport services.



Agriculture

We serve the agriculture industry by connecting experienced professionals with opportunities in farming, agribusiness, and agricultural technology.



Other Industries

We connect top-tier financial professionals globally to navigate market complexities and derive organizational growth in accounting, financial analysis, risk management, and banking operations.

Industries **Accreditations** and Memberships

“**Sofia Enterprises SMC Pvt Ltd** operates under the essential licensing and authorization granted by the **Ministry of Overseas Pakistanis and Human Resource Development (OP & HRD)**. This ensures our strict adherence to government-established legal and regulatory frameworks, providing our clients and candidates with confidence and peace of mind in our operations”



Ministry of Overseas Pakistanis and Human Resource Development



Pakistan Overseas Employment Promoters Association (POEPA)



National Vocational and Technical Training Commission



Rawalpindi Chamber Of Commerce And Industry



Federation of Pakistan Chambers of Commerce & Industry

Industries **Accreditations** and Memberships



Ministry of Overseas Pakistanis and Human Resource Development



Print Form

Book No.B _____ Serial No.B _____

MEMBERSHIP CERTIFICATE

Name & address of Chamber Association PAKISTAN OVERSEAS EMPLOYMENT PROMOTERS ASSOCIATION (POEPA)
(Affiliated with the Federation of Pakistan Chambers of Commerce & Industry)

CERTIFIED that M/S. SOFIA ENTERPRISES (SMC) Pvt Ltd, 4142/RWP- OFFICE # 10, A/2 1ST FLOOR, TAJ MAHAL PLAZA, 6TH ROAD, NEAR METRO BUS STATION, MAIN MURREE ROAD, RAWALPINDI

G.S.T. No. _____ N.T.N. No. 7235472-3

is a member of this Chamber Association _____

Membership No. RWP-755(CM)

THIS CERTIFICATE shall be valid upto the 31st March, 2025.. unless otherwise notified to the NTN / GST Registration authority / Scheduled Bank concerned.

Given on this 28th day of March, 2024

Signature of Secretary Genera. _____

Countersigned by ASAD HAFEEZ KAYANI Chairman _____

Pakistan Overseas Employment Promoters Association (POEPA)

Industries **Accreditations** and Memberships



National Vocational and Technical Training Commission



GOVERNMENT OF PAKISTAN
NATIONAL VOCATIONAL AND TECHNICAL TRAINING COMMISSION
Headquarters, Plot # 38, Kirthar Road, Sector H-9/4, Islamabad
P:+92-51-9265695, F: 051-9206638, www.navttic.gov.pk



No. 3(2)2024/R-A-Reg/Inst/12

Islamabad, 22nd March, 2024

CERTIFICATE OF REGISTRATION FOR TRADE TESTING CENTER

In accordance with policy prescribed by the Bureau of Emigration and Overseas Employment vide notification No. BE-Ops(PCY)06/2018-2985 dt., June 18th, 2020, and signed the MoU with all TTCs through PEOPA all the trade centers are required to be registered with NAVTTIC. After evaluating the application of the following TTC, the NAVTTIC has approved and declared "Sofia skill development Institute" as an authorized Trade Testing Center.

Name of Institute with Grade	Inst. Focal person & Address	Region	Period of Registration	Registered Trades with Grades
Sofia skill development Institute Grade C	Sofia Iqbal 0349-4949405 Shah Muhammad Tanki Near Bahria Foundation Collage G.T Road Haripur KPK.	Haripur	13th March, 2024 to 12th March, 2025	1. Electrician C 2. Plumber C 3. Shuttering Carpenter C 4. Steel Fixer C 5. Mason C 6. CIT C

Note:

- NAVTTIC conducts all types of Trade Testing and award of certificates to the participants.
- This Trade Testing Center (TTC) is not authorized to issue any type of certificate to candidates, trainees, or participants.
- The institute will submit the renewal of registration after the registration period expires.
- NAVTTIC HQ may "upon disclosure of facts at any stage or noticing deviation with NAVTTIC policy" take action or investigate record of TTC or withdraw above authorization or modify terms & conditions without assigning any prior notice.
- The notification can be verified through email. attestation@navttic.gov.pk

Director General (AC&R)
NAVTTIC (HQ) Islamabad



Director (Registration & Affiliation)
NAVTTIC (HQ) Islamabad



Federation of Pakistan Chambers of Commerce & Industry

Industries **Accreditations** and Memberships



Rawalpindi Chamber Of
Commerce And Industry



Vocational & Technical Training

SOFIA SKILL DEVELOPMENT INSTITUTE

Gain real-world experience and earn valuable certifications with our industry-focused training.

Our training programs provide hands-on experience and practical skills tailored to the demands of today's job market. With a focus on real-world applications and industry standards, you'll earn certifications that employers value, giving you a competitive edge in your career.



REGISTERED WITH NAVTTC
(National Vocational & Technical Training Commission)



Iqbal Hussain

0333-5127955

0312-5127955



Sofia Iqbal

0349-4949405



Shah Muhammad, Mohallah Tanki
Near Bahria Foundation College
(High Tech CNG Station),
G.T ROAD, HARIPUR



safiaenterprises4142@yahoo.com
alsadaf1@gmail.com

ENROLL NOW

Vocational & Technical Training



PLUMBING TRAINING

STEEL FIXER TRAINING

ENROLL NOW



Vocational & Technical Training



MASON TRAINING

ELECTRICAL TRAINING



Vocational & Technical Training



SHUTTERING CARPENTER TRAINING

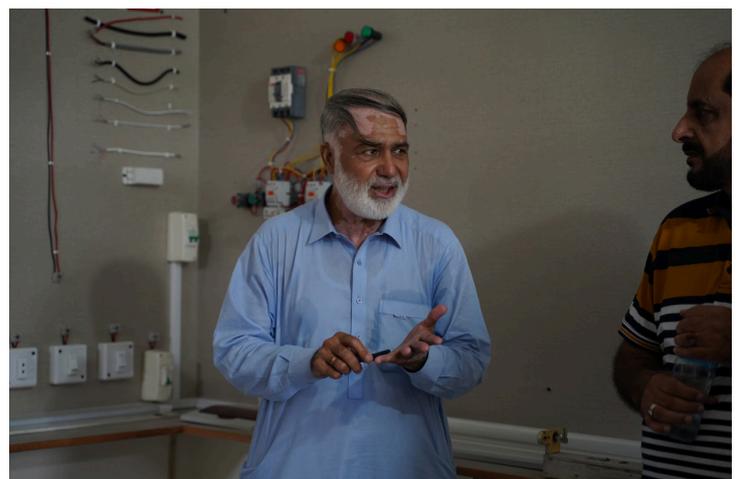
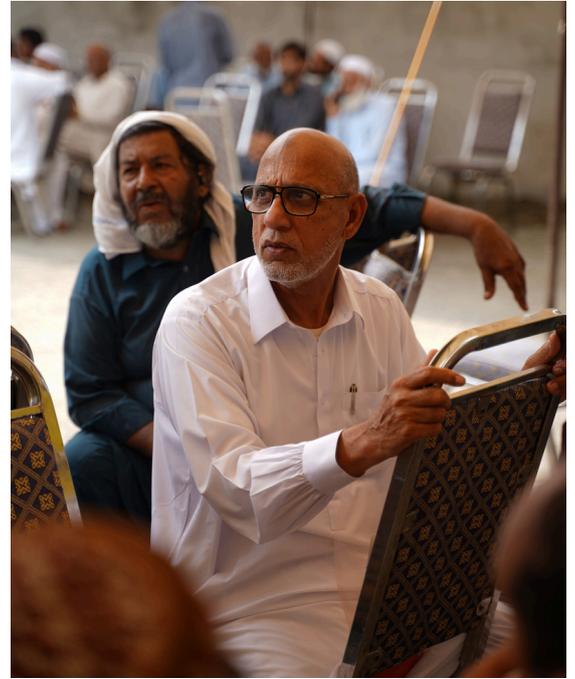
COMPUTER TRAINING



Gallery



Gallery





Our Valuable Clients

FEDAK ROADS & CONTRACTING CO



SAUDI BIN LADEN GROUP



BIN-SHIHON CONTRACTING



SAUDI BIGA CO .LTD



UNIBETON READY MIX



AL MAJAL G4S Service Master



NAPRC CO



KCA – DEUTAG DRILLING





Our Valuable Clients

AL - TAWI CONSTRUCTION



ACC CONSTRUCTION & CO



BERNALD LTD CO



BIN HADID EST



FAJR CONSTRUCTION CO



AL QAHTANI PIPE & CO





OUR CONTACT



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