

2016

# S.S. Enterprises

[Man Power Provider]

We are a professional agency providing customised Manpower, House-Keeping and security arrangements to the industrial, commercial, and business houses. Besides Bhiwadi, we are actively providing security personnel to establishments in NCR

## OBJECTIVE

**To provide a team of well-trained personnel so as to relieve our clients of all vexations and bothers appertaining to their work, safety, security and management.**



## About S.S. Enterprises



We are one of the leading manpower providers and security agency in Bhiwadi equipped with the best Infrastructure and impeccable reputation that we have fiercely maintained over the years. We done a productive office environment and are among the best in computer and communication technology. Our state of the art training equipment and know-how ensures that we impart the best training to our personnel.

With vast infrastructure already in place, in Bhiwadi, we are most suitably poised to undertake man-power and security operations of great magnitude, even at short notice. We provide best suited and customized man-power services taking care of all the needs of the clients.

The whole task of organizing sound and effective man-power and security services depends on deliberate planning and vigorous implementations besides resourcefulness. We do take care of all these aspects, adequately. If given an opportunity, we assure you of the best and professional manpower befitting an organization of our size and structure.





## General Business Activities

### MANPOWER & STAFFING

S.S. Enterprises exists to develop and maintain performance related excellence in the area of supply of contractual basis and permanent basis work force as per the requirement and satisfaction of our clients. We believe that the ability to receive and give help is a rare ability S.S. Enterprises has a philosophy that believe in maintaining professionalism. Over the last 10 years, we have learnt to keep and maintain the commitment, which has been the key to our success. Our perception of professionalism is a execution of work with total commitment

### HOUSE KEEPING

Are you looking for Housekeeping Services and Products? We provide you to best Housekeeping Services and Products for your needs.

#### Our specialties include:

office cleaning, floor stripping and sealing, floor waxing, carpet cleaning, window cleaning, maid service, porter service, construction cleanup, professional handyman services and all types of daily office cleaning services.

Housekeeping services is the outsourced service where individual or set of people will be in charged for the cleaning/maintaining the space. Most of the corporate & industrial offices, factories will be maintain their office spaces by using Housekeeping services. The Housekeeping service contains Dusting, Vacuuming, Cleaning Bathrooms.



## GARDENING

Lawn mowing services are typically provided on a weekly basis during the growing season. Our trained staff focuses on the detail like straight eye-catching mowing stripes and evenly trimmed curbs. We employ dedicated mowing crews that aren't distracted by weeding or shrub trimming.



We strive to keep a regular schedule so our customers know when their property will be mowed. Our mowing service also includes spring and fall cleanup, leaves are blown out of landscape beds and accumulated leaves are removed from lawns and composted off site.

**Our landscape maintenance services are efficient with emphasis on the following:**

- Complete Landscape Design Consultancy & Installation Services
- Comprehensive Grounds Maintenance Programs
- Irrigation Design & Installation
- Expert Horticulture Services .

## MECHANICAL & ELECTRICAL SOLUTIONS

S.S. Enterprises Providing Trained Mechanical and Electrical Engineers on contract base as per your requirement....



## SECURITY & GUARDS

S.S. Enterprises has a standardised recruitment process with stringent norms for ex serviceman & civilians where an antecedent verification is mandatory. A direct recruitment is done at five levels - Guards, Supervisors, Security Inspector, As S.S. Enterprises Security Officers and Management Trainees.

We have a team of skilled and experienced professionals including ex-serviceman ex-police personal ands other allied services who work with dedication and honesty upto your work place or residence a tension free dreamland.

To support our operational activities we maintain a 24 hours control room to respond immediately to the call of our valuable clients.

Our supervisory staff keeps vigil of the by visiting there on regular basic.

Services are provided for industrial units offices, banks, public, sector, undertaking, residential areas, building, hospitals, institutions, restaurants, hotels etc.

Our service are cost effective, your get a genuine output for what you spend, we shall have pleasure to provide any other details required by you to facilitate approval of our offer.

Visit field officers at staggered schedule periodical visits by one of the members of managements.

Discussions with the concerned authority of the organization .

Effective and efficient communication.



## Capabilities & Expertise



- We align your workforce strategy with your business strategy, improving work models and increasing the agility and the competitiveness of your workforce and your entire organization.
- We provide innovative outsourcing solutions across a wide range of disciplines. India's leading companies turn to us for Talent Based Outsourcing, Recruitment Process Outsourcing, Managed Service Provider Solutions and Borderless Talent Solutions.

## Quality Policy

We at S.S. Enterprises are committed to achieve total customer satisfaction by providing services based on effective and efficient quality management systems.

Our aim would be to continually review and upgrade our business .

All members of the S.S. Enterprises family will display highest level of integrity, transparency and commitment to customers in everything we do.



## Vision Statement



**To emerge as one of the leaders in the manpower & security business in the World through focus, commitment to customers and service excellence.**



## Management



**Selection:** This step involves a point by point check to ensure a perfect match between the professional and the job profile. The candidates who pass the pre-screening are more rigorously interviewed by our team of HR and industry-specific experts, which make the final selections. They re-examine the candidates' skills and levels of competency; and verify the claimed qualifications and experience. Feedback is also obtained from their previous employers through the provided references. In fact, several of our candidates hold experience of overseas employment, because of their prior recruitment through us, for our other clients.

**Search/Hunt for the Ideal candidate(s):** Our search executive team takes over at this step. This team is detailed and clarified on the talent that is being sought, by the HR team. They scan our extensive talent database besides probing other resources (local and national), to short-list potential candidates. These are then screened through preliminary interviews, to discover their qualifications, skills, level of competence, work ethics, experience and past references. We leave no stone unturned for headhunting the right candidates.

**In-depth assessment of client's needs:** This, we consider among the most important steps that determine our eventual performance. Our HR experts take a proactive approach for an in-depth analysis of the employer's exact needs. Besides the skills being sought, understanding the role and responsibilities that the candidate would be accountable for, is a significant part of our client requirement analysis. We do a detailed review of all aspects of the company; including the components of its business activities, work-culture and industry practices, to make our candidate selection full proof.





## **WE CAN ASSIST YOU IN THE FOLLOWING AREAS:**

### **Employees Provident Funds & Misc. Provisions Act. 1952**

- EMPLOYEES PROVIDENT FUND SCHEME, 1952
- EMPLOYEES PENSION SCHEME, 1995
- EMPLOYEES DEPOSIT LINKED INSURANCE SCHEME, 1976

» Preparing necessary documents for filling before the Regional PF Commissioner, Rajasthan, for obtaining Employer Code Number, follow up action etc.

» Submission of monthly returns in Form No.5, 10, 12A, 3A, 6A, taking declaration forms from employees.

### **Employees State Insurance Act. 1948**

» Preparing necessary documents for submission before the Regional Director, ESI Corporation for allotment of Employer Code Number.

» Submission of Declaration to ESI Local Office.

» Maintenance of all records under ESI Act, 1948, preparing monthly returns and records.

» Follow up action with the Department.

### **Establishment Of HR Department**

S.S. Enterprises will assist the Management in creating an effective HR Department and would assist in the following areas:

» Recruitment of suitable employees to various positions.

» Medical Examination.

» Verification of antecedents.

» Man Power Planning.

» Training and Development.

» Assessing the training needs.

» Drafting of appointment letters for temporary / casuals / regular / probationers / etc.



## **Drafting Of Personnel Policies**

The survival of any organization depends upon its sound and effective personnel policies. S.S. Enterprises would assist the Management in formulating the personnel policies:

- » Leave Rules.
- » Recruitment Rules.
- » Promotion Rules.
- » Medical Reimbursement Rules.



## CLIENTS



**WARM FORGINGS**



**SUNBEAM**  
AUTO PVT. LTD.



**Protech Biosystems Pvt.Ltd.**



a member  
of Group

**GEFCO**

**Goldstar**

Garment Accessories Pvt Ltd.



**AMTEK**  
DRIVEN BY EXCELLENCE



**BKT**

GROWING TOGETHER



**AMTEK**  
DRIVEN BY EXCELLENCE





**Mr. CHANDRAMA SINGH**

Founder

Dynamic and innovative personality with vast experience. We are growing rapidly under his guidance.



**Mr. ASHOK SINGH**

CEO

Well Qualified and hard working personality. Sharing New Ideas to grow company.

**OFFICE: Kundan Market, Main Road, BHIWADI-301019**

**EMAIL: [info@ss-group.in](mailto:info@ss-group.in)**

**MOBILE: +91 92 1498 79 88**

**[www.ss-group.in](http://www.ss-group.in)**

