



VINAMEX HR

Beside your success



VINAMEX HUMAN RESOURCE JOINT STOCK COMPANY



COMPANY INFO

Company Name: VINAMEX HUMAN RESOURCE JOINT STOCK COMPANY

Company Number: 0110251951

Labor export license number: 568/LĐTĐBXH-GP **Issued date:** 06/07/2023.

Total number of company employees: 80 persons

Charter capital: 5.000.000.000 (Five billion Vietnam dong).

Head office address: Lot 2, Thanh Oai Industrial Zone, Bich Hoa Commune, Thanh Oai District, Hanoi, Vietnam

Phone number: (+84) 24. 33 555 777

Email: info@vinamexhr.vn

Website: www.vinamexhr.vn

✓ **VINAMEX HR BRANCH IN DA NANG CITY**

Address : No 152, Road 30/4, Hoa Cuong Bac Ward, Hai Chau District, Da Nang City, Vietnam

Phone number : 0962 385 856

✓ **VINAMEX HR BRANCH IN HO CHI MINH CITY**

Address : No 2, Nguyen Viet Xuan, KP 7, Cu Chi Ward, Cu Chi District, Ho Chi Minh City, Vietnam

Phone number : 028 3636 6570.

HANOI AUTHORITY FOR
PLANNING AND INVESTMENT
BUSINESS REGISTRATION OFFICE

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

**CERTIFICATE OF BUSINESS REGISTRATION
FOR JOINT STOCK COMPANY**
Company No.: 0110251951
The first registration on February 15, 2023

1. Name of Company
Name of the Company in Vietnamese: CÔNG TY CỔ PHẦN VINAMEX NHÂN LỰC
Name of the Company in foreign language: VINAMEX HUMAN RESOURCE JOINT STOCK COMPANY
Abbreviated name: VINAMEX HR., JSC

2. Head office
Lot 2, Thanh Oai Industrial Zone, Bich Hoa Commune, Thanh Oai District, Hanoi City, Vietnam
Telephone: 02433555777 Fax: Website: www.vinamexhr.vn
Email: info@vinamexhr.vn

3. Charter capital
Charter capital: VND 5,000,000,000
In words: Five billion Vietnamese dong
Par value: VND 10,000
Total number of shares: 500,000

4. Legal representative of the Company
* Full name: NGUYEN VIET HAI Gender: Male
Position: General Director
Date of birth: July 17, 1976 Ethnic group: Kinh Nationality: Vietnamese
Type of personal identification document: ID Card
No.: 035076010035
Date of issue: July 10, 2021 Place of issue: the Police Department for administrative management of social order
Permanent address: Hs01-41, Vinhomes Riverside, Phuc Loi Ward, Long Bien District, Hanoi City, Vietnam
Current living address: Hs01-41, Vinhomes Riverside, Phuc Loi Ward, Long Bien District, Hanoi City, Vietnam

DEPUTY HEAD OF THE DIVISION
(Signed and sealed)
Nguyen Huan Luong

MINISTRY OF LABOUR, INVALIDS AND SOCIAL AFFAIRS
SOCIAL AFFAIRS
No.: 568/LĐTĐBXH-GP

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

LICENSE
TO OPERATE IN THE SERVICE OF PROVIDING THE VIETNAMESE WORKER ABROAD UNDER CONTRACT
ISSUED ON JULY 06, 2023

MINISTER OF LABOUR, INVALIDS AND SOCIAL AFFAIRS
Pursuant to the Law of Vietnamese employees working abroad under the contract on November 13, 2020;
Pursuant to Decree No.112/2021/NĐ-CP dated December 10, 2021 of the Government detailing and guiding a number of articles of the Law of Vietnamese employees working abroad under the contract;
Considering the recommendation of the General Director of Vinames Human Resource Joint Stock Company and the Head of Department of Overseas Labour.

HEREBY DECIDES

Article 1. To grant this License to:
Name of Company in Vietnamese: CÔNG TY CỔ PHẦN VINAMEX NHÂN LỰC
Name of Company in English: VINAMEX HUMAN RESOURCE JOINT STOCK COMPANY
Abbreviation name: VINAMEX HR., JSC
Company No.: 0110251951 issued on February 15, 2023 for the first time; Place of issue: Hanoi
Authority for Planning and Investment
Legal representative in charge of service of providing the worker abroad: Mr. Nguyen Viet Hai - General Director

Article 2. Operation location
1. Head office:
Address: Lot 2, Thanh Oai Industrial Zone, Bich Hoa Commune, Thanh Oai District, Hanoi City, Vietnam
Phone: 02433555777 Email: info@vinamexhr.vn
2. Facilities for orientation education:
Address: Lot 2, Thanh Oai Industrial Park, Bich Hoa Commune, Thanh Oai Dist, Hanoi City, Vietnam
3. Website: http://vinamexhr.vn

Article 3. Obligations of the Company
1. Maintain all conditions for services of Vietnamese employees working abroad during the operation term.
2. Strictly obey all applicable laws on Vietnamese employees working abroad.

Article 4. Validity
This license takes effect from the date of signing.
This License is made into 03 originals, 01 original is granted to the Company, 01 is archived at Ministry of Labor - Invalids and Social Affairs and 01 original is archived at Department of Overseas Labour.

**FOR MINISTER
VICE MINISTER**
(Signed and sealed)
Nguyen Ba Hoan

INTRODUCTION



First of all, the Board of Directors, all employees of Vinamex Human Resource Joint Stock Company (**VINAMEX HR.,JSC**) would like to express our warmest greetings and wish the company's clients great **SUCCESS** and **PROSPERITY**.

Formerly known as VIETNAM MANPOWER SUPPLY AND COMMERCIAL JOINT STOCK COMPANY (**VINAMEX.,JSC**), with over 20 years of operation and positioning as a big brand in the field of manpower supply;

VINAMEX HR was born with the mission of gathering a team of experienced, professional staffs, inheriting and further developing the existing tradition and reputation to become a leading company on global human resource supply. We always keep the motto "Beside your success" as the guiding principle for all company activities.

For every customer using our services, we are committed to bringing utmost assurances and conveniences:

For Workers

- Get advice on the most suitable career, target budget and country of employment before enlisting in the order.
- Benefit standard training of foreign language, customs and culture of destination countries.
- Get support in solving difficulties arising at the workplace.
- Get consultancy on local work placement after repatriation to home country.

For Partners

- Being advised on the availability of potential candidates, terms and conditions of overseas employment, local applicable law of Vietnam toward every destination country over the world.
- Ensuring sufficient quantity and quality of manpower requirement.
- Selected employees are guaranteed with quality and quantity of training period before departure.
- Dedicated staff to coordinate with employers in a responsible manner to offer reasonable solutions to any arising problem.
- Committed to build long-term, mutually beneficial partnership.

For Society and Community

- Providing a large number of jobs for redundant workers in localities across the country.
- Providing opportunities for workers to learn and practice highly technical jobs.
- Bringing a prosperous, happy life to workers' families and enriching their homeland and the country.

Whether you are an employer, a worker, a student or a client of **VINAMEX HR**, we are honored to accompany and contribute our small effort to your success.



VINAMEX HR
Beside your success



SCOPE OF SERVICES

Scope of activities

- 1 Supplying Vietnamese workers and trainees for overseas working and training under termed conditions.
- 2 Languages training, vocational and orientation education for outgoing workers.
- 3 Importing and exporting goods, products & materials.
- 4 Abroad study consultation for students.
- 5 Visa entry, air tickets and Travel Agent.
- 6 Consulting & Local work placement.



OUR SERVICES

Job categories available for foreign employment

- 1 Construction workers:**
 - Mason, Block layer, Plasterer...
 - Steel fixer, Shuttering, Carpenter...
- 2 Mechanic workers:**
 - Welders: Tig and Arc
 - Mechanic: Pipe fitter, Iron, Rigger...
 - Mechanic helpers
- 3 Heavy Equipment Operators:**
 - Crane Operator, dump truck driver, Excavator operator...
 - Heavy equipment maintenance
- 4 Factory workers:**
 - Garment, shoes workers,
 - Packaging, manufacturing workers, cnc operator...
- 5 Agriculture workers:**
 - Farming workers
 - Animal feeding workers
- 6 Fishing:**
 - Seaman (Near-shore crew)
 - Seafood processing worker
- 7 Caregiver**
- 8 Skill workers & highly qualified workers**
- 9 High level management:** Foreman, Supervisor, Translator, Administration, Labour Controller.
- 10 Hotel & Restaurant services**



RECRUITMENT PROCESS

STEP 1:

Negotiating & signing manpower supply contracts



STEP 5:

Visa processing, Training, Orientation



STEP 2:

For approval



STEP 6:

Departure arrangement



STEP 3:

Preparing for recruitment



STEP 7:

Overseas employment management



STEP 4:

Interview and Testing



STEP 8:

Repatriation and local work placement



COUNTRIES OF EMPLOYMENT



Australia



Japan



Korea



Taiwan



Kingdom of
Saudi Arabia



Qatar



Oman



Kuwait



UAE



Singapore



Malaysia



Cambodia



Russia



Ukraine



Rumani



Hungari



Czech



Finland



Libya



Algeria



TRAINING CENTERS

The company system of training centers, either under direct management of the company or associated with vocational schools have been expanded and fully equipped with the aim to improve foreign language skills and occupational skills as well as provide overall orientation knowledge of destination countries for workers. As the result, over 10.000 deployed workers of the company have been highly evaluated for their ability and dedication by hundreds of employers over the world.

1 TRAINING CENTER AT THANH OAI INDUSTRIAL ZONE, THANH OAI DISTRICT, HANOI CAPITAL.

- Foreign language training, skills in restaurants - hotels service & Caregiver training & Orientation training
- Total Square: 3.000 square meters
- Number of classrooms: 22
- Accommodation capacity for 500 trainees



TESTING ACTIVITIES





2 TRAINING CENTER AT DONG ANH DISTRICT, HANOI CAPITAL, VIETNAM:

- ◆ Training career of construction, welding, Mechanical engineering, Carpenter, Iron worker, construction formwork worker...

Total Square: 10.000 square meters, and more than 100 Welding machines as well as the experienced trained could provide the qualified tig and arc welders to satisfy with the employer requirement.

Besides training welders, our center also trained the hundred of rigger, pipe fitter per year.

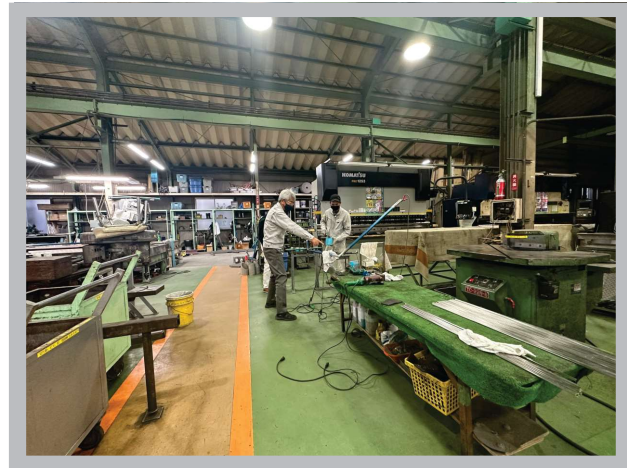
- ◆ Testing square: 2.500 square meters
- ◆ Accommodation square: 1.000 square meters
- ◆ Office square: 400 square meters



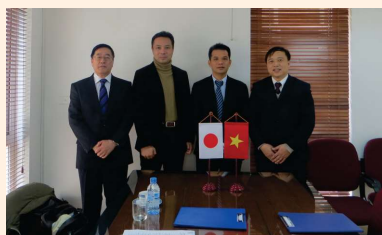
VOCATIONAL BASIC TRAINING



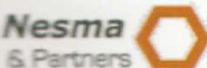
DEPARTURE AND WORKING



COMPANY ACTIVITIES



PARTIAL LIST OF CLIENTS



VINAMEX HR
Beside your success

VINAMEX HUMAN RESOURCE JOINT STOCK COMPANY

 Lot 2 Thanh Oai Industrial Zone, Bich Hoa Commune, Thanh Oai District, Hanoi City, Vietnam

 +84 24 33 555 777

 info@vinamexhr.vn

 www.vinamexhr.vn