

# M/s Excellent Staffing Solutions

# HUMAN RESOURCES MANAGEMENT







#### **Greetings from Excellent Staffing Solutions.....!**

M/s Excellent staffing solutions is a Bangalore based reputed HR process Outsourcing Company that provides one stop business solutions through qualitative deliveries of end to end HR services to its clients in the areas related to flexible/temporary staffing, one time on roll (Company roll) staffing, payroll management including related statutory management, Pre & Post - Employment verification, on and off the job training as well as consultations on various aspects of HR Management.

We are ambitious, determined and have proven capacity in finding variety of roles that may exist with our prospective clients. Manufacturing in particular Electric, Electronics, Engineering, Glass, Aerospace and Hotel industries, e-commerce, IT/Non-IT, BPOs, KPOs etc... are some of the sectors of our proven experience.

#### **Our Services**

We provide one stop business solutions through qualitative deliveries of end to end HR Services to the clients in the areas of

- Talent Acquisition and engagement.
- Contract Staffing.
- Payroll Outsourcing.
- Onsite HR Outsourcing.
- Skill Development.
- Performance Management.
- Consulting and Advisory.
- HR Audit.

- Statutory Compliance.
  - Factory Act.
  - Shops & commercial Est. Act
  - Employees' State Insurance Act
  - Employees' Provident Fund Act
  - Professional Tax Act, TDS Etc.
  - All the Above Acts Registration,
     Remittance & Monthly, Halfyearly, Yearly
     Filings.



## Payroll Out sourcing with HR Documents and Statutory Compliance.

We have mastery on activities concerning to pay roll our sourcing, HR Documents and industrial statutory compliance. We use Relyon Software for salary processing and the biggest strength of this payroll software is its flexibility and power to handle any type of salary structure. With extensive configuration settings, easy customization, we guarantee that organisational requirements will be perfectly addressed. For industries the pay roll/documentation and statutory assistance would be great help and at times of any inconvenience experienced with regular manpower these options do provide ready alternatives.



#### One time / Permanent sourcing.

Our prime function of EXCELLENT would be to provide suitable candidates to various companies on the basis of one time sourcing. In this category EXCELLENT will have pre discussion with clients and understand the job and best matching candidates would bi short-listed for selection. EXCELLENT would co-ordinate screening, short-listing, interviewing and joining formalities of the prospective candidates.



#### Why Excellent Service

We represent a team of experienced professionals from private and multinational Organisations, thriving towards achieving the objectives of the client organisations. We have dedicated professionals determined with responsibility and accountability to provide HR services of the Client Business.



#### Training & Programmes

EXCELLENT has in house facilities to conduct technical and non-technical, behavioural training to junior and middle level executives. The training will be imparted both in English and Kannada. Necessary visual aids, written materials would be provided to participants. EXCELLENT's educational team would also conduct training programs at the client's place itself. Some of the best training programs are offered on the subjects like:-Communications skills,-Personal Hygiene and Upkeep, Health, Safety & House keeping, Quality Tools, Behavioural Safety & Management of accidents, 5s, Kaizen & POKO-YOKA Organisational behavioural, -Performance Management, Awareness on ISO/TS/TQM- 16949,



14001,18001, Identification of HIRA and Aspects & Impact Analysis at the facility, Soft skills, Identifications of training needs, preparation of training calendars, GAP analysis, competency mapping, training on ISO related matters & compliance, its documentation, training on security functions like first aid, fire-fighting equipment usage, vigilance management, industrial espionage, live court processing academic project management assistance etc...

#### Flexible Staffing

At present we have different types of clients and engaged about More than 500 employees on this module. Excellent would be able to Provided skilled candidate to any location of any client. Responsible supervisions are our key strengths.

#### **Our Mission:**

We are strategic partners in building EXCELLENT businesses by maximizing the value of human capital and aligning it with company initiatives, Values, Strategies and the needs of all our respected Clients.

#### **Our Vision:**

EXCELLENT in to a visionary and strategically— driven team that supports Services through—

Proactive, efficient, customer-focused HR service delivery and best practices.



# **Thank you**



## **Registered office:**

# M/s Excellent Staffing Solutions

No. 226, 1<sup>st</sup> Floor, Opp. Ganesha Temple, Old Madras Road, K R Puram, Bangalore – 560036.

### **Contact:**

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Our Motto is Right Job For Right Candidate