



SEP RECRUITMENT GROUP



SHEBAH ENTERPRISE PLACEMENT CO., LTD. (SEP)

Skilled-workers recruitment service provider for onshore overseas employment for all types of works including civil construction, power plant, oil & gas industry, agricultural and hospitality businesses etc.



TRUE POSITION MANPOWER CO., LTD. (TPM)

Skilled-workers recruitment service provider for onshore overseas employment for all types of works including civil construction, power plant, oil & gas industry, agricultural and hospitality businesses etc.



TRUE SEAFARER RECRUITMENT (THAILAND) CO., LTD. (TSR)

Seafarer recruitment service provider for overseas employment in oil & gas business, cargo ship and cruise ship.



KTC SKILLS TESTING CENTER (KTC)

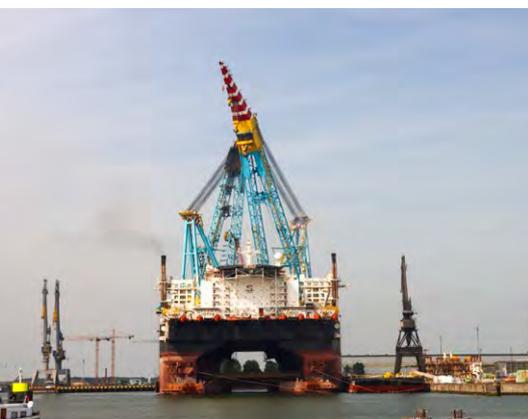
Skills testing service provider for employers and workers to cope with the work better and shorten the start up training to server the requirements of clients



www.truemanpower.com



paul@groupsep.com, tpmthai@gmail.com



INTRODUCTION

In Thailand, there are many workers with good quality and skill in different types of jobs. Thai workers are widely accepted in their reliable working skill by many countries worldwide. SEP recruitment group (SEP Group) has been assisting and taking care of Thai workers for a long time throughout their overseas employment lifecycle which is absolutely based on the regulations/law/mutual agreement between countries. This is under our strong purpose in creating the stable life for Thai workers by giving them the secure jobs/working opportunities that would ensure their stability.

In addition, SEP Group has a professional team who has experience and knowledge in recruitment related process including employment contract and labor formality. In order to prove the workers' skill, the trade test in testing center and qualified testing certificate are required at the initial process of the efficient pre-selection.

With the new generation teamwork in various sections including oil & gas, construction, communication, IT, law and social welfare, SEP Group ensures that the client's manpower requirements will be responded with skilled and suitable Thai workers with all our efforts and dedication.

“
YOUR SUCCESS
IS OUR PRIDE!
”



MESSAGE FROM THE PRESIDENT



On behalf of SEP Group, we would like to thank to our partners, customers and workers for the great and continuing support in terms of useful information and cooperation which is a part of our growth in being one of the professional recruitment service provider for domestic and overseas employment.

With our customer confidence, we commit to enhance our recruitment service quality to meet customers' needs for qualified workers for both domestic and overseas employment. For the jobseekers, we commit to provide them the suitable and reliable jobs with good welfare that eventually make them happy to work and get good life quality. We, SEP Group, hopefully could provide our customers and workers with professional support service and gain great cooperation and assistance as always.

(Mrs. Suranee Jaruarin)



SHEBAH ENTERPRISE PLACEMENT CO., LTD.

Skilled-workers recruitment service provider for onshore overseas employment for all types of works including civil construction, power plant, oil & gas industry, agricultural and hospitality businesses etc.



TRUE POSITION MANPOWER CO., LTD.

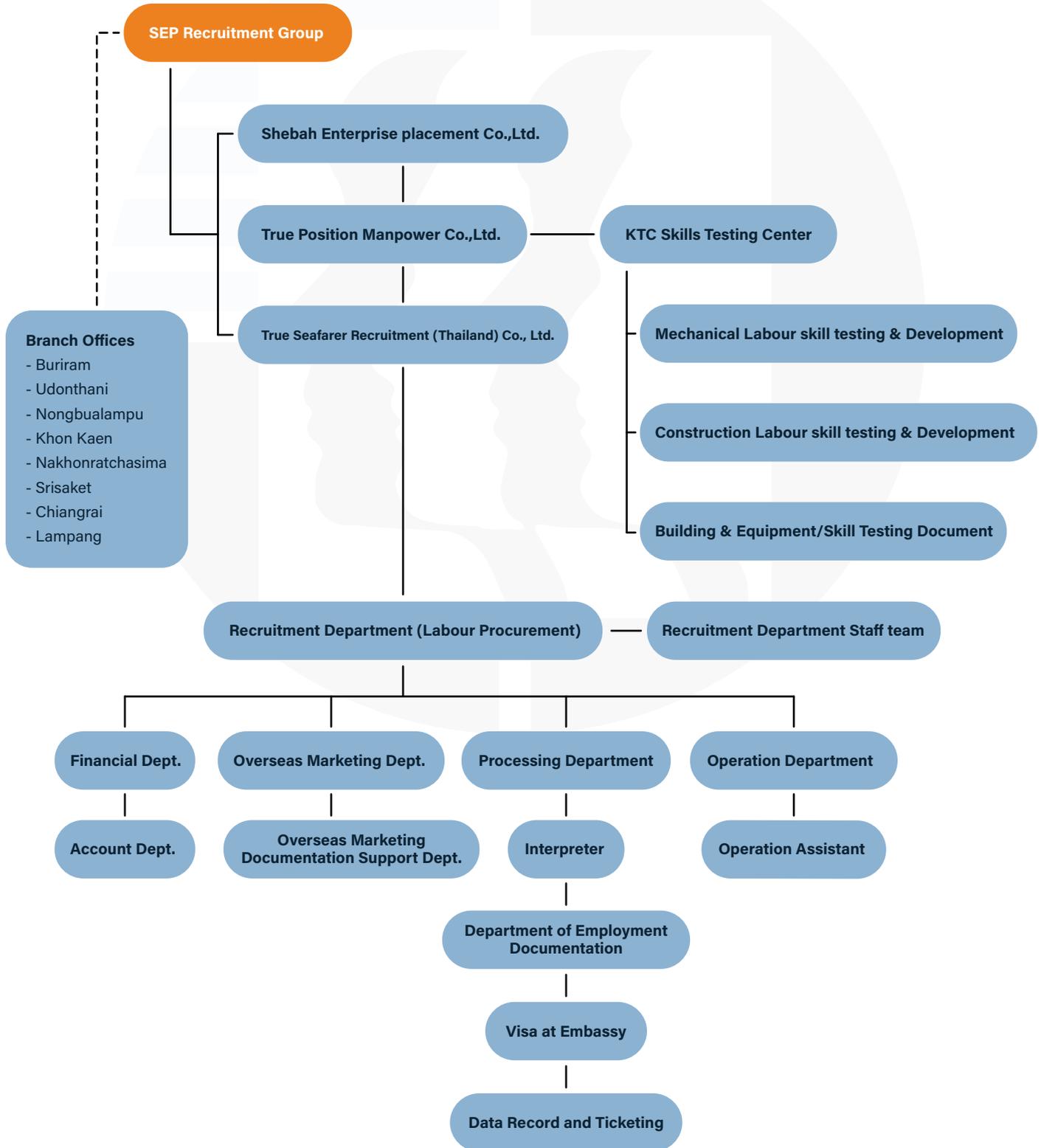
Skilled-workers recruitment service provider for onshore overseas employment for all types of works including civil construction, power plant, oil & gas industry, agricultural and hospitality businesses etc.



TRUE SEAFARER RECRUITMENT (THAILAND) CO., LTD.

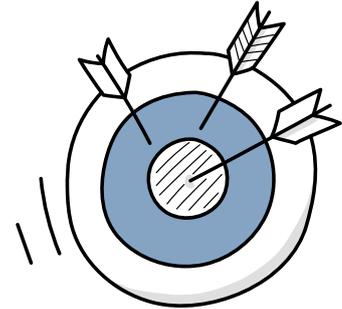
Seafarer recruitment service provider for overseas employment in oil & gas business, cargo ship and cruise ship.

SEP GROUP STRUCTURE



OUR VISION

“ To be a leader in recruitment business in Southeast Asia under International and Thai law with excellent management system and professional teamwork. ”



OUR MISSION

- To provide skilled workers to our clients with our professional service
- To rapidly create the effective and productive communication channel for customers
- To establish the efficient communication system with jobseekers for easily and accurately information access
- To follow the law, rules and conditions internationally and in country level
- To enhance personnel's skill and expertise continuously

SEP Group has been administrated and operated by the new generation of young people who have commitment in providing the service in professional manner by recruiting qualified and skilled Thai workers for overseas employment and offering good opportunities for Thai workers in order to improve their quality of life and the overseas employers in order to gain the profits in business. We always realize that the success in business of the employer relies also on the manpower. Hence, we are always well aware that we are a part of success of both employer and employee. Such success is absolutely our pride.



ORGANIZATION CHART



OUR WORKING TEAM

Mr. Boondavijit Paphonwat (Paul), B.Eng. (Civil Engineering)

- More than 25 years of experience in HR;
- More than 20 years of experiences in recruitment for Oil and Gas industry;
- More than 15 years of experiences in recruitment for Construction and Power Plant;
- More than 14 years in the administration and management of the recruitment database system within the office.



Mr. Somboon Washiraboonsook, B.A., M.A. (English), LL.B., LL.M.

- More than 17 years of experience in HR management and overseas recruitment;
- More than 13 years of experiences in recruitment for Oil and Gas industry;
- More than 13 years of welding testing management for job seekers in Thailand;
- Being practicing lawyers in different fields of expertise, but focusing on the labour laws and laws related to HR management for more than 12 years.

Ms. Potjamarn Chuepeng, B.Eng. (Industrial Engineering)

- More than 16 years of experience in HR;
- More than 20 years of experiences in recruitment for Oil and Gas industry;
- More than 16 years of experiences in recruitment for Construction and Power Plant;
- More than 15 years in the administration and management of the recruitment database system within the office.



Ms. Tanaporn Charoenrath, B.A. (English)

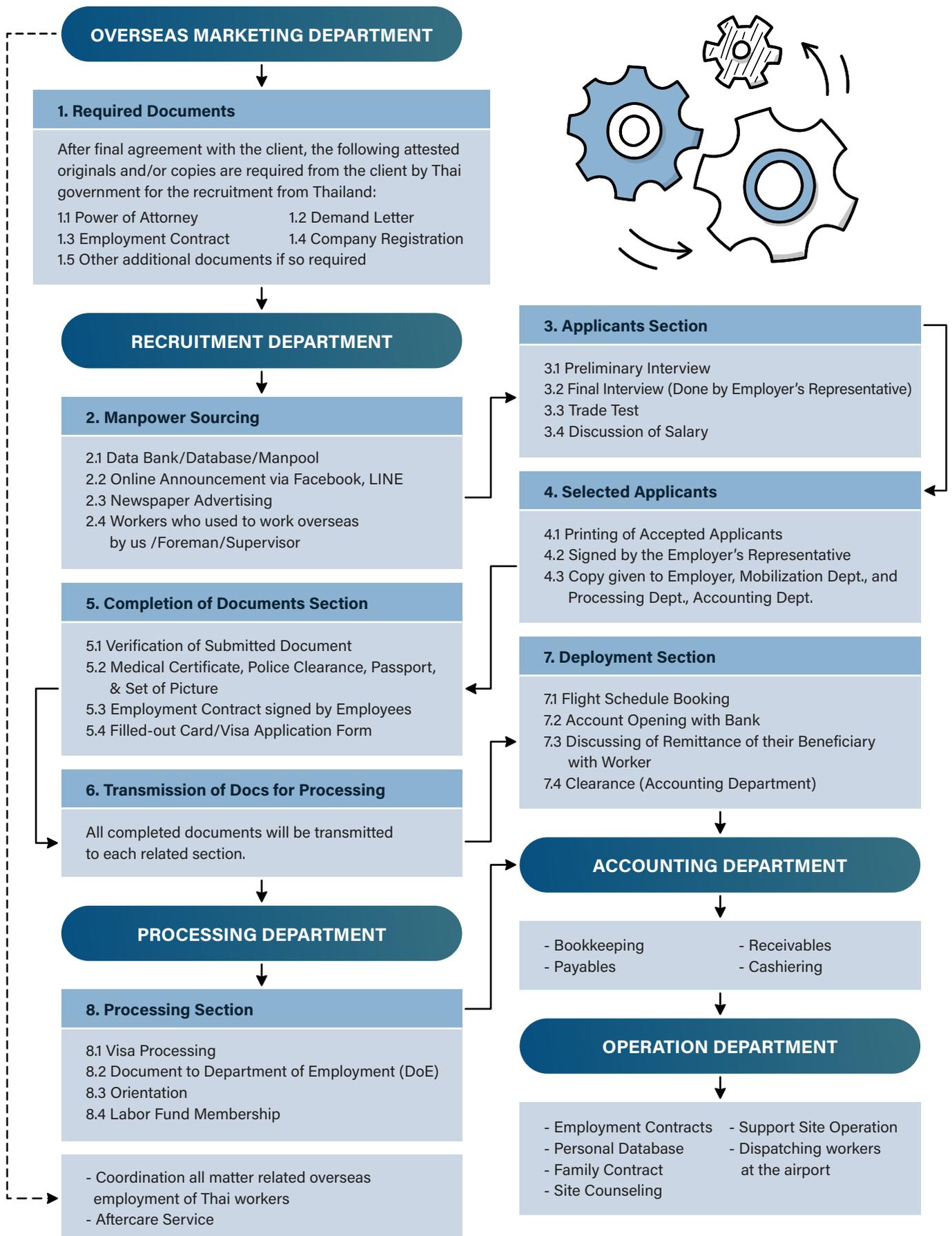
- More than 9 years of experience in HR;
- More than 9 years of experiences in recruitment for Oil and Gas industry;
- Recruitment and Logistics support for the client by coordinating with recruiters of the client for both offshore and onshore projects more than 8 years;
- More than 9 years of welding testing management for job seekers in Thailand.

Mr. Suchin Ratanapakdee, B.A., M.A. (English)

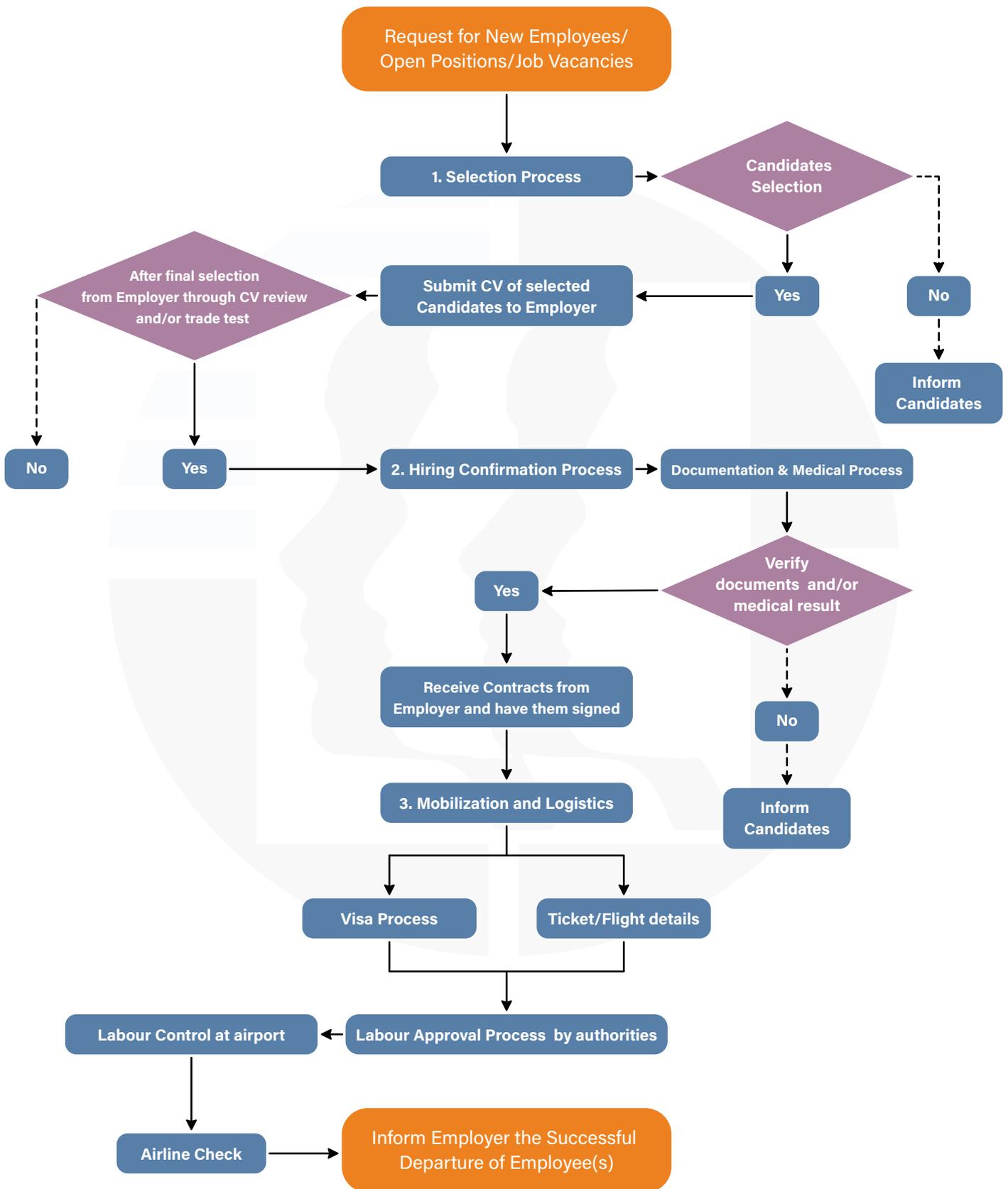
- More than 11 years of experience in HR;
- More than 11 years of experiences in recruitment for Oil and Gas industry;
- Recruitment and Logistics support for the client by coordinating with recruiters of the client for both offshore and onshore projects more than 8 years;
- More than 11 years of welding testing management for job seekers in Thailand.



OPERATION FLOW CHART



RECRUITMENT FLOW CHART



KTC SKILLS TESTING CENTER



No. 37/8 Moo3, Lumlukka Road, Ladsavai Sub-District,
Lumlukka District, Pathumthani Province, Thailand
Tel.: (662) 998-6374-6, Fax: (662) 998-6377

SKILL UPGRADING & TRAINING PROGRAMMES

In addition to testing, KTC Skills Testing Center also provides upgrade training programmes in order to assist the employers and workers to cope with the work better and shorten the start up training in the employer's job sites.

This is to provide lessons with procedures, lesson activities, and objectives, which will be in sequence from the beginning to the last day of training course. Each lesson provides a framework starting from the simple to the complex, specifically in the major skill areas, but other built-in competencies are also practiced during the training period, such as values of time, safety, measurement, all tools and machinery maintenance, etc.

Training courses are five weeks long, with 150 hours in a skill training workshop and 50 hours in class, or according to client's requirement.

In summary, the expectation at the end of the training courses is that the workers are will equipped to demonstrate abilities and being competent in the following:

1. Ability to understand, read and write measurements correctly.
2. Ability to read simple drawings and be able to fabricate the correct work structure independently.
3. Ability to work under pressure in a limited time frame.
4. Ability to work in a multi-national working environment.
5. Ability to ask for clarification when not understanding the assigned tasks.
6. Ability to communicate in task-related subjects.
7. Ability to work well in team.
8. Ability to read and write tool names in English.
9. Ability to perform good and safety work habits.

To meet the clients' satisfaction, KTC recognized the need to provide a value-added service. KTC integrates the following skills into practice in training courses:

- Tool Handling
- Workshop Rules and Regulations Workplace
- Safety
- Value Towards Time Work
- Procedure.



Department of Skill Development (DSD) has inspected the availability and property of KTC Skills Testing Center, accordingly approved for the testing of job seekers' skill in the following four occupational categories (30 Positions):

1. Occupational category of welder and sheet metal (8 Positions)

- | | |
|-----------------------|-------------------------------------|
| 1.1 ARC welder | 1.5 Iron worker |
| 1.2 Pipe fitter | 1.6 X-ray welder |
| 1.3 Structural welder | 1.7 Insulator worker |
| 1.4 Gas welder | 1.8 Air duct worker and sheet metal |

2. Occupational category of electrician and electronic technician (3 Positions)

- 2.1 Building electrician
- 2.2 Factory / Industrial electrician
- 2.3 Air cooler and air-conditioner technician

3. Occupational category of mechanic (10 Positions)

- | | |
|------------------------------------|---|
| 3.1 Car mechanic | 3.6 Car body repairer |
| 3.2 Gasoline mechanic | 3.7 Car painter |
| 3.3 Diesel mechanic | 3.8 Tire repairer |
| 3.4 Car electrician | 3.9 Driver (Truck, Dump truck, Trailer) |
| 3.5 Power transmission and chassis | 3.10 Heavy equipment operators |

4. Occupational category of construction worker (9 Positions)

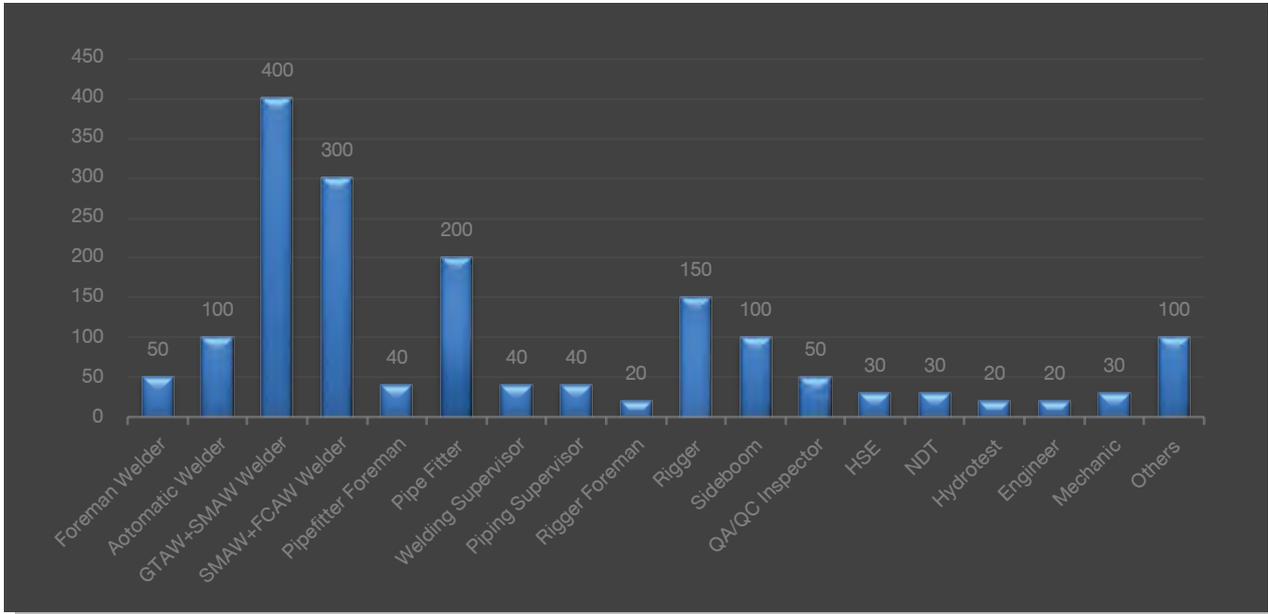
- | | |
|--------------------------------|---|
| 4.1 Steel reinforcement worker | 4.6 Bricklayer |
| 4.2 Timber formwork worker | 4.7 Building painter |
| 4.3 Tile layer | 4.8 Scaffolder (Test as per employer's requirement) |
| 4.4 Plumber | 4.9 Rigger (Test as per employer's requirement) |
| 4.5 Plasterer | |

OFFICE AND TESTING AREA

| | | | |
|--|-------------|------------------------|--------------------|
| • Office and conference | 265 sq.m. | • 3 storerooms Canteen | 200 sq.m. |
| • rooms Parking lots | 250 sq.m. | • Accommodation | 250 sq.m. |
| • 4 classrooms | 400 sq.m. | • Bathrooms | 500 sq.m. |
| • Training and testing areas: | 4,400 sq.m. | • 30 toilets | 135 sq.m. |
| - Welding Workshop (30 booths) | | Total area | 6,400 sq.m. |
| - Pipe Fitting / Structural Fitting | | | |
| - Mechanical and Electrical Fitting | | | |
| - Metal / Timber Formwork | | | |
| - Bar Bending and Fixing | | | |
| - Bricklaying / Plastering / Tile Laying | | | |

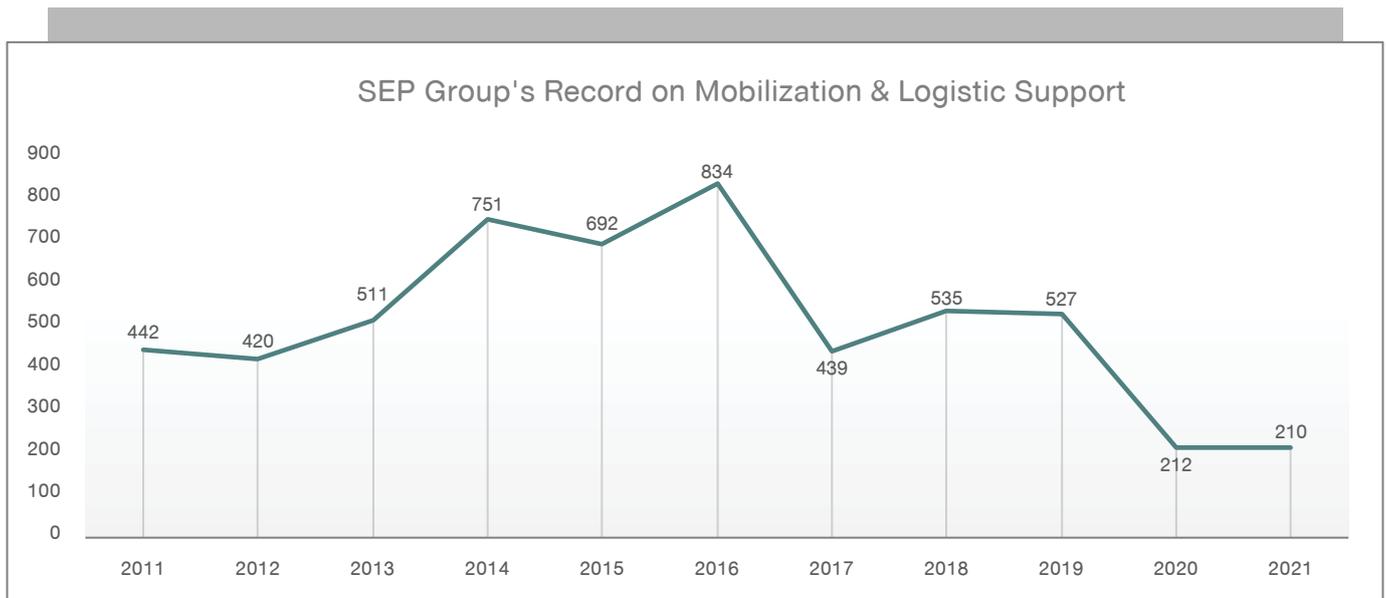
OUR STATISTIC RECORDS

SEP Group internal candidate database



The table above shows many applicants in different positions which have been collected and recorded in SEP Group candidate database and are always ready to be presented to the clients.

Mobilization & Logistic Support



This chart shows the Employees whose mobilization & logistic support have been managed by SEP Group for the past eleven years.

JOB CATEGORIES

The tables above show the positions which the applicants have placed their resumes with SEP Group. They are experienced in Oil & Gas, Pipeline Oil & Gas, Construction and Heavy Equipment Drivers. They are available upon the employer's request. The documents are ready and all procedures with the Labour Control can be promptly prepared.

| Group Category | Job Title |
|------------------------------|--|
| Construction Manpower | <ul style="list-style-type: none"> - Welder - Carpenter - Scaffolding Worker - Concrete Worker - Sandblaster - Earthwork - Steel Fixer - Electrician - Sheet Metal Worker - Fitter - Mason - Rigger - Plasterer - Tire Man - Tiler - Erector - Painter - Plumber - Road Surveyors |

| Group Category | Job Title |
|--|---|
| Oil & Gas | <ul style="list-style-type: none"> - QA/QC Inspector - Engineer - Superintendent - Supervisor - Foreman - NDT - Welder (Automatic, Semi-Automatic, Manual) - Fitter (Pipe Fitter, Structure Fitter) - HSE, Safety - Sideboom - Hydrotest - Spacer - Sandblaster/ Painter - Coater - Riqqer - Mechanic - Electrician & Instrument - Excavator Operator - Bulldozer Operator |
| Heavy Equipment Operators & Drivers | <ul style="list-style-type: none"> - Excavator Operator - Back Hoe Operator - Loader Operator - Batching Plan Operator - Pump Operator - Bulldozer Operator - Roller Operator - Concrete Plan Operator - Trailer - Concrete Pump Operator - Truck - Crane Operator - Dump Truck Driver - Water Tank Truck Driver - Forklift Operator - Grader Operator - Sideboom |

OUR EXPERIENCE

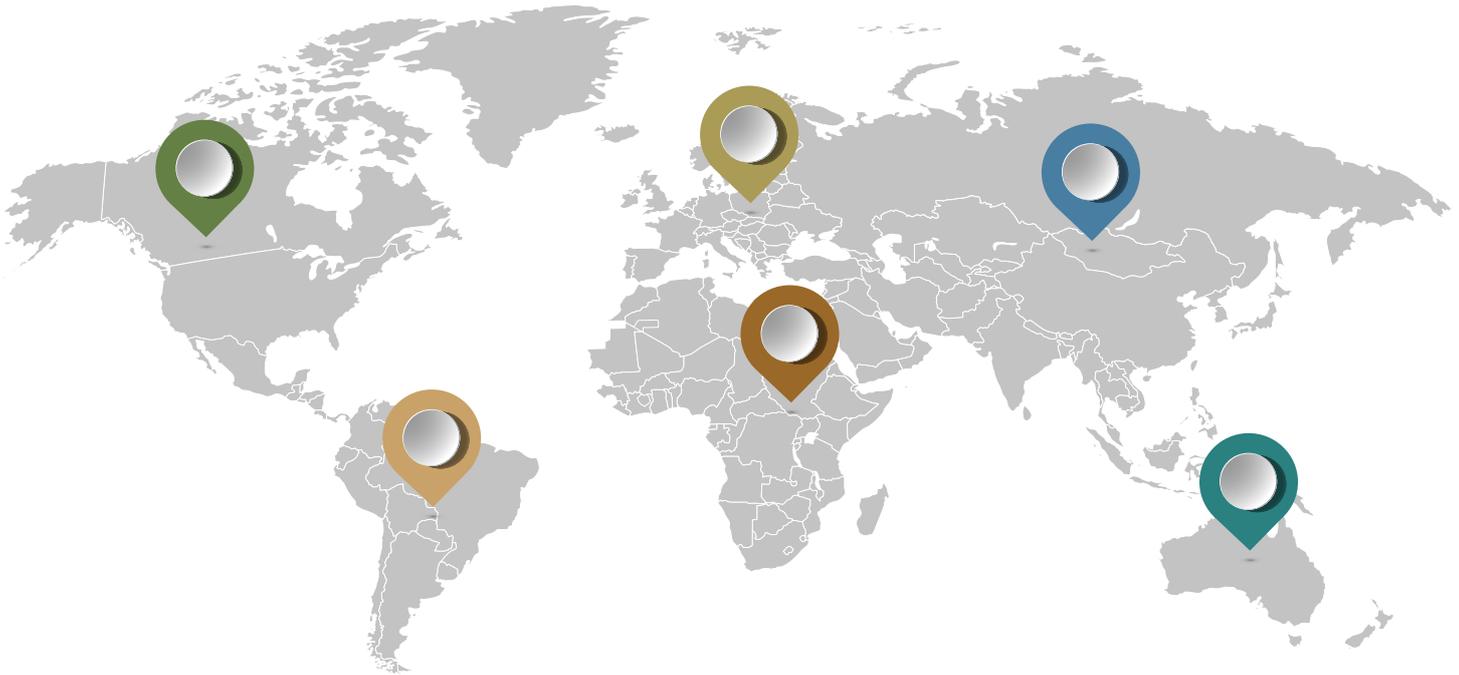
| Employers | Years | Countries | No. Deployed |
|---|----------------|--------------|--------------|
| GLOBAL PETROPROJECTS SERVICES AG – SAIPEM Oil & Gas (Offshore & Onshore) | 2010 – Present | 46 Countries | 4,840 |
| JAGUAR TRADING CO., LTD (INDUSTRIAL PLANT) | 2011 – Present | Taiwan | 750 |
| Sembcorp Marine - Shipyard | 2021 | Singapore | 87 |
| Keppel Shipyard (Shinhong Technology) – Shipyard | 2021-2022 | Singapore | 157 |
| VSL Qatar / Salini Impregilo – Bridge and Road construction | 2019 | Qatar- UAE | 94 |
| RIZZANI DE ECCHER - Dubai Metro Expo2020 line (LAUNCHING/BRIDGE PROJECT) | 2017-2018 | Dubai-UAE | 143 |
| BOUYGUES TRAVAUX PUBLIC - IDRIS MTS01 Project (Tunnel – TBM) | 2016-2018 | Qatar | 132 |
| SALINI IMPREGILO – Doha Metro Red Line North & Abu Hamour (TUNNEL-TBM) | 2014-2016 | Qatar | 482 |
| RIZZANI DE ECCHER – Doha Metro Red Line North (LAUNCHING/BRIDGE PROJECT) | 2015-2016 | Qatar | 102 |
| CHINA STATE CONSTRUCTION ENGINEERING CORP. (Hotel-Palm Jumeirah) | 2014-2016 | Dubai-UAE | 450 |
| Dongah Geological (Under GS E&C) – Doha Metro Red Line South (Tunnel Project-TBM) | 2015 | Qatar | 42 |
| ALUNASA – FAÇADE & GLASS INSTALLATION (LUSAIL MULTI PURPOSE HALL) | 2014 | Qatar | 57 |
| BOUYGUES BATIMENT INTERNATIONAL – QP DISTRUCT (MEP WORKS) | 2014 | Qatar | 179 |
| BOUYGUES BATIMENT INTERNATIONAL – QP DISTRUCT (Façade Installation) | 2013 | Qatar | 285 |
| IMPLENIA (Micro Tunnel Network for waste water plant) Pipe Jacking Eng.& Operator | 2013 | Bahrain | 15 |
| CHINA STATE CONSTRUCTION ENGINEERING CORP. (New Abudhabi In't Airport) | 2013-2015 | UAE | 172 |
| PETRONAS & HYUNDAI – Plant Rejuvenation & Revamp 2 (PRR2) Project | 2013 | Malaysia | 72 |
| RAWAWS COMPANY FOR CONSTRUCTION (Road & Housing Project) | 2013 | Libya | 150 |
| SK E&C (Singapore Branch) – Contract 930 UBI Station and associated Tunnel | 2013 | Singapore | 75 |
| SAMSUNG C&T - Deep Tunnel Sewer T-01 Project Abu Dhabi (Tunnel Project-TBM) | 2013 | UAE | 13 |
| IMPREGILO SPA – STEP Deep Tunnel Sewer Project -Abu Dhabi (Tunnel Project-TBM) | 2012 | UAE | 70 |
| WEN Qatar – Doha Museum, High risk building in Lusail City (Under HYUNDAI E&C) | 2012-2013 | Qatar | 167 |
| SAMSUNG E&C - CP3 & CP5 Bridge for Lusail City Project | 2012 | Qatar | 65 |
| HYODONG DEVELOPMENT CO.,LTD.- (SUB SK E&C) - Jurong Aromatic Complex | 2012 | Singapore | 69 |
| SINO HYDRO - P6 (Bridge and road project) | 2012 | Qatar | 115 |
| SINO HYDRO-CP1 Lusail City (Bridge & Underground Building) | 2011-2012 | Qatar | 350 |
| HYODONG DEVELOPMENT CO.,LTD.- Emal Project and Shuweihat S3 Project -Abudhabi | 2011-2012 | U.A.E | 290 |
| HYODONG DEVELOPMENT CO.,LTD (SUB-SAMSUNG SDS) IMCO(KOC facilities) | 2011 | Kuwait | 212 |
| CHINA STATE CONSTRUCTION ENGINEERING CORP. | 2011-2012 | U.A.E. | 100 |
| TAISEI CORPORATION - New Doha International Airport Façade&Glass&Cladding | 2011 | Qatar | 150 |
| CHINA STATE CONSTRUCTION ENGINEERING CORP. NDIA and High Rise Building | 2010 | QATAR | 250 |
| SUNGBO DEVELOPMENT CO., LTD. - Shuweihat S2 (IWPP) | 2009 | U.A.E | 619 |
| HYUNDAI ENGINEERING & CONSTRUCTION CO., LTD. - Ras Raffan GTL Project | 2008 | QATAR | 355 |

Over the past 20 years, SEP Group has been providing recruitment services and support for more than 50 employers in mobilizing Thai workers to over 50 countries worldwide.

HOST COUNTRIES

The candidates have had an opportunity to go to many different parts of the world to join the employment for different employers.

The below map shows the countries to which Thai employees under SEP Group's and support services mobilized for overseas employment in the past 20 years:



NORTH AMERICA

- Mexico
- USA
- Bahamas

SOUTH AMERICA

- Brazil
- Curacao
- Aruba
- Trinidad & Tobago

AUSTRALIA

- Papua New Guinea

EUROPE

- Greece
- Russia
- France
- Finland
- Italy
- Spain
- Netherlands
- Bulgaria
- Croatia
- Serbia
- Malta
- Kazakhstan
- Denmark
- Sweden
- Scotland
- Norway
- Turkey
- Azerbaijan
- Georgia

ASIA

- Singapore
- South Korea
- Saudi Arabia
- UAE
- China
- Kuwait
- Hong Kong
- Indonesia
- Taiwan
- Vietnam
- Malaysia
- Qatar

AFRICA

- Angola
- Congo
- Ivory Coast
- Cameroon
- South Africa
- Egypt
- Nigeria
- Namibia
- Senegal
- Benin
- Gabon
- Algeria
- Libya
- Guyana

RECRUITMENT CAMPAIGNS

PHOTO ALBUMS



Over the years, SEP Group has earned the trust from our clients in arranging the qualification tests in Thailand upon clients' requests. Most required positions for the test include welder, pipefitter, rigger, foreman and supervisor for both onshore and offshore assignments. The campaigns always received overwhelming interest from job seekers and ended up with satisfactory feedback from clients on the qualified and selected workers.



ORIENTATIONS

PHOTO ALBUMS



The orientation for selected Thai workers is occasionally conducted to ensure that all necessary information related to their assignment, work location, welfare, etc., will be completely conveyed to all workers.

DEPARTURES

PHOTO ALBUMS



The final step of mobilization process at the airport including the formality at the Labor Control, emergency support in case of any difficulties at the airline check-in will be professionally handled by SEP Group staff to ensure the smooth departure of selected Thai workers.

THAI PERSONNEL (OFFSHORE)

PHOTO ALBUMS



For offshore projects, SEP Group properly provides Thai workers with high skilled to work onboard in many countries, such as America, UK, Netherlands, Norway, Singapore, etc. All recruitment processes are implemented and managed in compliance with the Maritime Labor Convention 2006 (MLC) requirements.

THAI PERSONNEL (ONSHORE)

PHOTO ALBUMS



SEP Group has been providing recruitment support of Thai skilled workers including QC Inspector, Welding Foreman, Welder (Pipeline and Manual Welder) for onshore assignments in many countries such as Indonesia, Congo, Mexico, Angola, Taiwan, Nigeria, Algeria, etc.

OUR CORPORATE SOCIAL RESPONSIBILITY

PHOTO ALBUMS



Apart from helping Thai workers to have good working opportunities and better life, SEP Group also prioritizes our responsibility to the community in needed area throughout the country. Our dedication shown in many CSR activities includes our annual charity project named 'Charity for Needy Children' which money and food donation are offered to poor children in different remoted areas in up-countries.

AFTER - CARE SERVICES

As a responsible recruitment agency, we always realize that our responsibilities towards both our clients and our workers will not end at only the departure of those employees from Thailand to the host countries.

We are proud to state that we consider that it is a part of our moral duty towards our clients and workers to ensure the well-being of the manpower we have recruited. This commitment of our responsibility has led to the success of our business and has truly been in line with our services to help provide a moral boost to our workers which ensures the fulfillment of their true potential.

COUNSELLING SERVICES

PHOTO ALBUMS



Our professional management and recruitment team are always available to offer counseling, moral support, guidance, advice and encouragement whenever the workers are in needed.

COMMUNICATION & OUR UPDATE

Apart from our website, SEP Group always maintains and update newsletter by using social networks such as LINE, Facebook so that our workers can be in touch to the latest news from home and/or work sites.

MISCELLANEOUS

PHOTO ALBUMS



We may visit the workers at job sites when the employer requests and/or when it is necessary. While the workers are staying in the host countries, we also always ensure that they are able to keep in regular contacts with their relatives in Thailand continuously. Apart from that, we will follow up their working status and keep filling system with their working records which are checked by client's inspector or engineer. Then, we will recommend them and send their resumes for/to the future overseas projects.



By Royal Charter

Certificate of Registration

QUALITY MANAGEMENT SYSTEM - ISO 9001:2015

This is to certify that:

True Seafarer Recruitment
(Thailand) Co., Ltd.
22 Soi Nakniwat 21, Ladphrao,
Ladphrao,
Bangkok
10230
Thailand

Holds Certificate Number:

FS 715202

and operates a Quality Management System which complies with the requirements of ISO 9001:2015 for the following scope:

The provision of seafarers to work on a ship which incorporates the requirements of the Maritime Labour Convention 2006 (MLC 2006) as applicable to recruitment and placement services.

For and on behalf of BSI:

Chris Cheung, Head of Compliance & Risk - Asia Pacific

Original Registration Date: 2019-09-07

Latest Revision Date: 2019-09-07

Effective Date: 2019-09-07

Expiry Date: 2022-09-06

Page: 1 of 1



...making excellence a habit.™

This certificate was issued electronically and remains the property of BSI and is bound by the conditions of contract.

An electronic certificate can be authenticated [online](#).

Printed copies can be validated at www.bsi-global.com/ClientDirectory or telephone +66(2) 2944889-92.

Further clarifications regarding the scope of this certificate and the applicability of ISO 9001:2015 requirements may be obtained by consulting the organization.

This certificate is valid only if provided original copies are in complete set.

Information and Contact: BSI, Kitemark Court, Davy Avenue, Knowlhill, Milton Keynes MK5 8PP. Tel: + 44 345 080 9000
BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.
A Member of the BSI Group of Companies.

GENERAL INFORMATION

Main Objective:

To carry out the recruitment of qualified Thai workers for overseas employment

Our Group Companies:

Shebah Enterprise Placement Co., Ltd. (SEP) - Recruitment License **No. Tor. 1020/2544**

20 Soi Nakniwat 21 , Nakniwat Road, Ladphrao Sub-district, Ladphrao District,
Bangkok Metropolis 10230 Thailand

True Position Manpower Co., Ltd. (TPM) - Recruitment License **No. Tor. 1117/2551**

25 Soi Nakniwat 25 , Nakniwat Road, Ladphrao Sub-district, Ladphrao District,
Bangkok Metropolis 10230 Thailand

True Seafarer Recruitment Co., Ltd. (TSR) - Recruitment License **No. Ror. 006/2561**

22 Soi Nakniwat 21 , Nakniwat Road, Ladphrao Sub-district, Ladphrao District,
Bangkok Metropolis 10230 Thailand

Contact Numbers: Tel: +66 (0) 2 538 9236

Email: paul@groupsep.com, tpmthai@gmail.com

Website: <https://www.truemanpower.com>

Registered Capital: Total 7 Million Baht **Bank Guarantee:** Total 15 Million Baht

Bankers: Bangkok Bank Plc., Kasikorn Bank Plc.

Affiliated Company: KTC SKILLS TESTING CENTER

To bring good employers and qualified employees together for the better quality of work and life is our ultimate goal.

