



COMPANY PROFILE

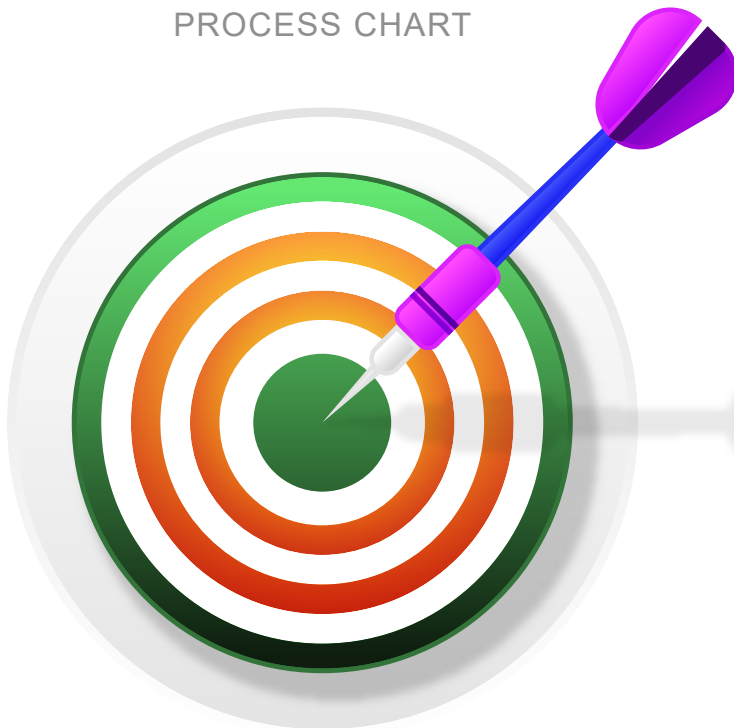


WHO WE ARE

Talent Mine Agencies Ltd is a boutique recruitment agency that specializes in matching the right talent to the right job opportunities in East Africa and in the Gulf. We are a preferred Recruitment Partner as we have the knack of finding the crystal for your missing puzzle in your organization. Talent Mine is accredited as a recruitment agency by the National Employment Authority under the Ministry of Labor. Our primary activity is permanent placements and temporary staffing for either single, large volume or ongoing staffing requirements. We recruit at all levels from junior to senior and across a broad range of employee categories and sector



BUSINESS GOALS PROCESS CHART



1

MISSION

Provision of Value added services to our clients in an ethical, efficient, transparent and timely manner. We are committed to providing our clients and candidates with the highest caliber of service in the industry.

2

OUR PROMISE

Professionalism
Our ability to conduct the assignment in a timely and complete manner and the reputation among clients and candidates for communication (e.g., acknowledgment of resumes, regular reports to the client, face-to-face interviews with candidates).

Experience

Our experience in recruiting and placing candidates from private sector companies into public sector organizations and proven ability to identify and recommend qualified female and minority candidates.

References

The thoroughness of our documented reference and background checks. We do not merely ask for "five work related references." Rather, we request very specific references from candidates and, where feasible, gather newspaper articles via the Internet



OUR TEAM

Talent Mine Agencies being one of the leading recruitment companies have the team of experienced recruitment professionals, who labors through the variables and mundane task associated with the hiring process, thus enabling our clients to focus on their business. We work with the primary aim of offering the 'best of best' for our clients. We are your gateway in getting your right job and career. We offer and link our candidates with the best jobs in the Kenyan and international market. Whatever your job interest is, Talent Mine will get you the right job for you



ACCREDITATION

Talent Mine is accredited as a reputable recruitment agency by the National Employment Authority under the Ministry of Labor. This accreditation underscores our commitment to operating within ethical standards and upholding the best practices in the recruitment industry.

PRIMARY ACTIVITIES

Our primary activities revolve around permanent placements and temporary staffing, catering to both singular and large-scale staffing requirements. We specialize in recruiting talent across all levels, from junior positions to senior roles, spanning various employee categories and sectors.

We Are

A world leader in the delivery of services to support the **evolution of the Labour Market.**



We Work

To change people's lives- providing an **enjoyable working environment**, and creating sustainable social and economic value.



We Aim

To create a sustainable and enjoyable Global Market for **Candidates and Companies** reflecting **Labour Market** needs.

We Believe

In **sustainable work** which means achieving living and working conditions that support people throughout an extended working life.





We Are More than Work

Our Sustainable Work Manifesto

Guided by our **Sustainable Work** roadmap, we create a virtuous cycle of continuous improvement with strategic, complementary actions focused on **People, Companies, Society & Institutions**.



Our Actions for Sustainable Work

-  Ensuring Lifelong Employability by upskilling a multi-generational workforce
-  Reshaping managerial and operational models to fit a rapidly changing and unpredictable world
-  Striving for decent and inclusive working conditions for all
-  Promoting an ESG approach for coherent and balanced corporate development

Our Strategic Evolution

1
Our starting point: The founding of Generale Industrielle

2
First step: acquisition of WorkNet, Fiat's employment agency in Italy.

3
We complete acquisitions in Italy to start operations in outplacement, training, HR consultancy and payroll outsourcing

4
Start of international expansion: Europe, Asia & South America

5
We become a member of World Employment Confederation (formerly CIETT).

6
We create the Global Practices: Temporary and Permanent Staffing, Middle and Senior Manager Search & Selection, Learning & Development, Outplacement and Business Process Outsourcing.

5 years working to support the evolution of the Labour Market

Corporate Brand launch: a new unified global identity

Machine learning in HR

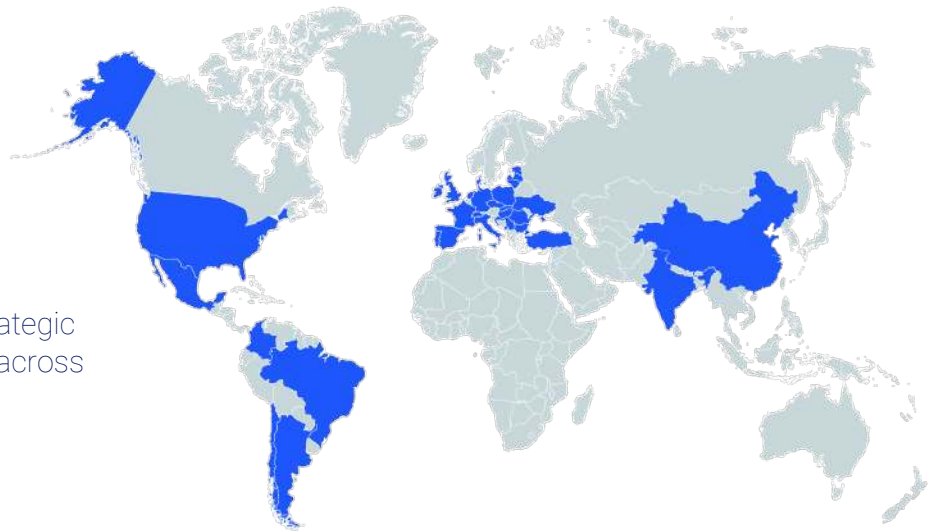
Consolidating our presence across the continents

Uniting brands, collective experience and resources

- 10**
We complete our 50th acquisition
- 9**
We launch Gi Group Holding, an ecosystem of integrated HR Services
We strengthen presence in the Baltic region
- 8**
The incorporation of Jobtome takes us into the world of AI and automated job posting
- 7**
We begin working in the USA

Our Global Presence

Thanks to direct presence and strategic partnerships, today we are active across Europe, APAC and the Americas.



34

COUNTRIES WITH
DIRECT PRESENCE

+65

BRANCHES AND
OFFICES

+800

EMPLOYEES

+2,000

CLIENTS

DIRECT PRESENCE

Saudi Arabia
Qatar
Kuwait
Oman
UAE

Lebanon
Canada
Australia
Poland
Gulf countries
Saudi Arabia

Qatar
Kuwait
Oman
UAE
Lebanon
Canada

Australia
Poland

Our HR Ecosystem Services

Career Transition
and Employability

Learning and
Development

Programmatic Job
Advertising Platform



Business Process
Outsourcing

Middle and Senior
Manager Search
& Selection

Temporary and
Permanent Staffing

Professional
Staffing

Temporary and Permanent Staffing



Taking a holistic, peoplecentred approach, we make the staffing process simpler from candidate sourcing to workforce management.

- We have a **global perspective** and thorough industry-specific knowledge.
- We deliver **flexible, integrated and scalable solutions** to help our clients achieve their business goals.
- We build long-lasting relationships, understanding clients' and candidates' needs to **match the right people with the right companies**.
- We act responsibly to make the labour market thrive.

+5

YEARS
STAFFING EXPERIENCE

13

COUNTRIES
DIRECT PRESENCE

+3,9k

COLLEAGUES
RECRUITMENT & WORKFORCE
MANAGEMENT EXPERTS

+15k

CLIENTS
WE PARTNER
WITH YEARLY

+140k

BLUE-COLLAR WORKERS
WE SOURCE FOR OUR
CLIENTS EACH YEAR

We provide **flexible workforce solutions** with comprehensive expertise managing **high volumes** of specialised and general workers for the Industrial and Commercial Staffing markets.

CORE SERVICES



TEMPORARY STAFFING

We provide the efficiency companies need.

With our temporary staffing service, we help clients deal with new projects or prepare for peak season, ensuring flexibility and effectiveness, while monitoring costs and hitting targets.



PERMANENT STAFFING

The right candidate at the right time.

We consult our clients on their hiring needs and manage all sourcing and selection processes to provide candidates that fit the company culture and the requirements of each role.

DIVISIONS

- Automotive & E-mobility
- Logistics
- Supply Chain
- Manufacturing
- FMCG
- Facility Management, Catering & Hospitality
- Contact Centre
- Fashion & Luxury
- Retail
- Banking & Insurance
- Lifescience
- Medical
- Engineering
- Information Technology
- Building & Construction
- Energy
- Consultancy
- Emerging Businesses

PLUG & PLAY AND CUSTOMISABLE SOLUTIONS

- Gi Pro
Recruitment of specialised professionals
- MoveUp
International Mobility
- Upskilling & Professional Training
- SMS
Site Managed Services
- MSM
Multi-Site-Management
- Volume Hiring
- Master Vendor
- RPO
- Employer Branding

Professional Staffing



Our core business offers professional staffing and recruitment solutions up to **Junior Management roles** for both **permanent and temporary positions**.

In parallel, Grafton Recruitment provides strategic advisory services, such as **HR Consultancy**.

For over 5 years we have been the **trusted partner** of companies who want to hire the best professionals **quickly and efficiently**.

- Our results-focused team forge life long relationship with clients and candidates.
- We offer **innovative, tailored solutions** for the wide variety of talent management challenges that businesses face today.
- Our specialist consultants work with clients and candidates across disciplines. Always **looking for ways to add value**.

14

COUNTRIES
DIRECT PRESENCE

+500

PEOPLE

SPECIALISATIONS

We are experts in many sectors, and in most business functions:

- IT & Telecommunications
- Finance & Accounting
- Sales, Retail & Marketing
- Engineering & Manufacturing
- Logistics & Purchasing
- Banking & Financial Services
- Human Resources
- Legal & Administration
- Pharma & Healthcare
- Fashion & Luxury
- Business Services

Career Transition and Employability



We help People adapt to **change at work** and organizations in their transformation process. We offer hi-touch, people-centric **coaching, mentoring, career development, change management and outplacement services.**

Talent mine is also a founding member of the Career Star Group, a global association of the world's leading outplacement companies.

With over **800 locations** in **75 countries** and over **1500 consultants**, the alliance provides access to some of the most innovative brains in the industry and ensures that we can support companies and individuals wherever they are.

102
COUNTRIES

+100
PEOPLE

Programmatic Job Advertising Platform



We help **people** get the **right jobs** and **employers** find the **right employees**, reducing economic insecurity for "Blue Collar" workers around the world.

We want to become the Kenyan leader in Blue Collar **digital acquisition** delivering value at scale to employers and candidates, by developing the best **programmatic job advertising engine** and web properties network.

33
COUNTRIES

56
PEOPLE

Knowledge HUB

As a Group, we created a dedicated **intelligence unit** whose goal is to procure and disseminate **knowledge of global HR trends** in a wide range of Industries.

We work with recognized **research centers** and **academic institutions**, collecting verified data, to produce **authoritative reports** on the evolution of the global **Labour Market across the Key Industries**. The Knowledge HUB brings value to our Stakeholders via producing and sharing data, information and recommendations to **contribute to a more sustainable and enjoyable Labour Market**.



Middle and Senior Manager Search and Selection



We offer **custom-made solutions** based on a thorough understanding of the business needs combined with our industry-specific knowledge.

Our Search & Selection process includes added value services such as **headhunting, aptitude and personality assessment, and candidate market mapping.**

We partner with forward-thinking Companies to **identify and engage talented managers** through deep **Market expertise**, shared strategies and a tailored consultancy.

- We operate a **global model** covering 3 continents with cross-border solutions, and international mobility programs and partnerships.
- We adopt a **consulting approach to recruitment** based on customer and need analysis, tailored solutions and a comprehensive candidate management strategy.
- **Specialisation** by job families (know-how and value generation) and sub-specialization by industry.
- A strong focus on building **long-lasting partnerships.**

12 **+300**
COUNTRIES PEOPLE
DIRECT PRESENCE

SPECIALISATIONS

Our teams focus on the following divisions:

- Sales & Marketing
- Finance & Accounting
- Information Technology
- Tax & Legal
- Technical & Engineering
- Banking & Insurance
- Human Resources
- Fashion & Luxury Goods
- Digital & New Media
- Oil & Gas
- Pharma & Medical Devices
- Retail

Business Process Outsourcing



Our specialists study all requirements and inputs, before remapping the process, incorporating best-fit technologies and methodologies, which allow them to **manage the process more efficiently, with greater flexibility for clients.**

GiBPO processes and solutions are certified with ISO 9001 and ISO 27001.

We are your **specialised** advanced outsourcing **partner** who takes the responsibility for results through **flexibility, lasting relationships and a strong work ethic.**

Our Operating Model is based on 3 pillars:

- **Responsibility for the results of the outsourced services,** resulting in greater efficiency and flexibility.
- **Process transactions at a lower unit cost** thanks to technology and economies of scale.
- **A LEAN model** which provides a high-quality customer experience, greater process control and cost transparency.

19 **+270**
COUNTRIES DIRECT PRESENCE PEOPLE

SPECIALISATIONS

- Logistics & Industrial Solutions
- Sales & Field Marketing Solutions
- Back Office & Digital Solutions
- Auxiliary Services & Facilities

Learning & Development



Using the latest in solutions design and technology, we leverage the best in **learning consulting, individual assessments, training interventions** (both in-person and virtually), **asynchronous learning** (digital and self-paced) and **performance coaching**.

With over 5 years of experience, we empower Companies and their people to **work better and grow**, leveraging deep empathetic relationships, a **diverse collection** of content, and **brilliant learning experiences**.

Our clients choose us for:

- **Our global footprint.** We deliver learning to a consistent global standard while adapting to local cultures and the specific needs of your learners.
- **Our array of content & flexibility to customise solutions.** We have both research-based solutions and the flexibility to customise learning content to your business reality and requirements.
- **Our commitment to quality & consistency** We deliver programmes of all different sizes on time, to a high quality and with the latest in learning design and delivery.

+55

COUNTRIES
DIRECT PRESENCE

+600

PEOPLE

The partnership we build with our clients is unique and delivers:

- **Revenue growth** – by building the capability of Sales Professionals and Sales Teams.
- **Employee engagement and productivity** – providing learners with ongoing career and personal development.
- **Employee retention and leadership culture** – growing the Leaders and Managers of the future.
- **Superior CX** – by changing mindsets and encouraging ownership of customer experience across your organisation.
- **Culture transformation** – preparing individuals and Leaders for change: how to anticipate it, accept it and deliver it.
- **Safe workplaces** – by promoting the behaviours (in individuals and managers) that underpin a safety culture.

PARTNERSHIP







TALENT

MINE AGENCIES LTD

ADDRESS

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7th Floor, Room 708

PHONE

+254 720 273 269
+254 702 221 412

EMAIL

info.talentmineagencies.co.ke
talentminelimited@gmail.com

WEB

www.talentmineagencies.co.ke



No. **PVT-Y2UL8VBX**

CERTIFICATE OF INCORPORATION

I hereby **CERTIFY** that,

TALENT MINE AGENCIES LTD

is on this date 30 Sep 2021 Incorporated under the Companies Act, 2015 and that the Company is a **PRIVATE LIMITED COMPANY**.



Registrar Of Companies

This is a system generated certificate. To validate this document send the word **BRS** to **21546**

MEMBERSHIP NO

00 / 231



ASMAK

ASSOCIATION OF SKILLED
MIGRANT AGENCIES OF KENYA

DATE OF ISSUE: 09 / 11 / 2023

DATE OF EXPIRY: 08 / 11 / 2024

SERIAL NO: 2023/260

Certificate OF MEMBERSHIP

This is to certify that

Talent Mine Agencies Limited

is a member of the

**ASSOCIATION OF SKILLED MIGRANT AGENCIES
OF KENYA**

Chairman

Secretary





REPUBLIC OF KENYA



001074
~ ~ ~

SERIAL No. FL.....

NATIONAL EMPLOYMENT AUTHORITY

REGISTRATION CERTIFICATE

REF/NEA/FE&LE/S/.....1133.....

Issued to

TALENT MINE AGENCIES LTD

Located at

CIANDA HOUSE, ALONG KOINANGE STREET, NAIROBI

As an accredited Private Employment Agency involved in the recruitment of Kenyan Nationals for Overseas and Local Employment including domestic workers destined to Saudi Arabia, UAE and Qatar only in line with the requirements of the Labour Institutions Act, 2007.

Valid from 10TH NOVEMBER, 2023

To 9TH NOVEMBER, 2024

Signed 
Director of Employment

Date 16TH NOVEMBER, 2023

KNCCI 61557

RCT NO.1604



This is to Certify that

Talent Mine Agencies

is a member of the
Kenya National Chamber
of Commerce and Industry
From

July 2023 to **July 2024**



A blue ink signature of Dr. Erick Rutto, written in a cursive style.

Dr. Erick Rutto
Chamber President



NAIROBI CITY COUNTY

SINGLE BUSINESS PERMIT

Effective Date: **31st August 2023** Expiry Date: **30th August 2024** Duration: **12 Months**

Nairobi City County grant this Business Permit to

Applicant / Business / Commercial Name: **Talent Mine Agencies Ltd**

Permit ID: **SBP-C039B7F8** KRA Pin: **P052057313R**

To engage in the activity/business or occupation of **Technical and Financial Services**

Activity Code: **695-Other professional and technical services with 1 computer/1 machine-**

Having Paid a business Permit Fee of KES: **10,200**

Amount in words *****Ten Thousand Two Hundred Shillings Only*****

Business under this permit shall be conducted at the address as indicated below

Sub County **Starehe** Ward **Nairobi Central**

P.O Box: **-** Plot No: **209/638/2**

Road Street: **-**

Building: **CIANDA HOUSE** Floor: **7TH** Door / Stall No: **-**

Date of Issue **31st August 2023** By order of



Notice: It is an offence to give false information. Granting this permit does not exempt the business identified above from complying and any other relevant laws and regulations as established by the Government of Kenya and Nairobi City County

TERMS AND CONDITIONS FOR THE LICENCE

This licence is issued under section 12 of the Act subject to the following terms and conditions: -

1. Compliance with the provisions of the Nairobi City County Trade Licensing Act and subsidiary Legislation.
2. The licence shall be valid for trade and areas specified in the licence.
3. The licence holder must notify the Director of any changes in the nature of trade, directorship or ownership of the business, location of business or cessation of trade.
4. The licence is a Nairobi City County Government property and must be displayed in a conspicuous place within the business premises and the licence holder must produce the licence whenever an authorized officer requires him or her
5. The licence shall apply to only one business or trade.
6. A Permit can be cancelled or suspended if any of the conditions in the Nairobi City County Trade Licensing Act, 2019 is Contravened.
7. Renewal of this Permit shall be done on Expiry Date to after 12 months from the date of payment.
8. The owner of the business should notify director trade Licensing in writing once s/he closes the business and the License to be surrendered to the same office.
9. The owner of the business should not sell/display their goods outside their licensed premises.
10. A person who forges or alters a licence without authority commits an offence and shall be liable on conviction to a fine not exceeding Kenya shillings fifty thousand or to imprisonment for a term not exceeding three months, or both.
11. A person who fails or neglects to renew a licence as required and continues to operate the business or trade commits an offence and shall be liable on conviction to a fine not exceeding Kenya shillings fifty thousand or to imprisonment for a term not exceeding three months, or to both.
12. Granting of this Trade License does not legitimise occupation of your space.

