



AARAMBH 

Recruiting the
Leaders of Tomorrow

Celebrating a Milestone of

Excellence

AUTHENTIC ENCON PRIVATE LIMITED
is now

ISO 9001:2015 Certified



Our Strength
500+ Clients



Our Assets
3000+ Employees



Our Operations
INDIA, USA, UAE

Since 2007, ASA has been a one step solution for all HR & Staffing services. We are recognized for providing the best staffing services and taking great care of our clients and employees. Our dedicated team help our clients achieve their business objectives by providing them best support placing right candidate at right time within client's salary structure.



HR Outsourcing, done right

With more than 14 years of experience and around 15000+ professionals placed across 20 states in India as well as abroad, ASA offers wide-ranging, cost-effective staffing and project services at all level. We provide Fortune 500 and mid-size companies best HR Services. In 2019, we incorporated Authentic Encon Private Limited, which is a Private Limited Company, run by the Director, Fenil Shah.

About the Director

“Train people well enough so they can leave. Treat them well enough so they don’t want to” is our mantra. We have the lowest attrition rates and highest retention rates in the industry due to our belief.

Fenil Shah, the Director of Authentic Staffing Agency has an immense amount of experience in the field of Human Resources. With an MSc. in Human Resource Management and Personnel Administration from Loughbrough University, he had a clear vision to disrupt the HR Industry market with his unique thinking and client centric approach, which most industry companies lack. He established Authentic Staffing Agency alone, and 14 years later, Authentic Staffing Agency now competes with multi-national placement and HR industries globally.

In this short span of time, he has developed lasting relationships with almost all of his clients and has cultivated a strong network of top professionals across various industries and verticals. What started as a small organisation on a desk, is now a multi-location agency serving Fortune 500 multinationals with recruitment, contract staffing, payroll outsourcing, and integrated HR services.

450+ Clients

Ranging from MSMES to Fortune 500s accorss several countries

15000+ Placements

Ranging from entry level workers to top management. We are also experts in head hunting.

48+ Team Members

We have a large team of recruiters working on various verticals to deliver quality services

3 Locations

Vadodara, Ahmedabad, UAE

Our Key points



We are currently outsourcing more than 127 projects all over India and in Gulf countries.



Have mix database of 10.00 Lac profiles including all levels from Technician to Top Management.



Outsourcing manpower for Oil & Gas sites all over India as well as gulf countries.



Skilled manpower & expertise who can fulfill all the requirements on Project site.



We have required license and follow all mandatory compliances as per Factory & Labour Act.



Providing Advance amount to employees for incurring expenses on site so that Project runs smoothly. Invoicing amount to Client based on Verification of Bills and Valid proof.



Employees will be paid based on their performance and the same will be reported to you through our HRMS Software



To Make sure to Submit Bills for our service charges along with all compliances' challans and reports.




Our own HRMS software - **AARAMBH**, through which we run entire Project Life cycle - starting from allocation of Project, update daily work report in order to review progress of project, Task assignment, Assets allocation, Uploading Expenses incurred on site, Project Completion, Maintaining time duration of project, etc.

We have been working with Companies like Larsen & Turbo Limited, Schneider Electrical, Emerson Process Management, L&T Defence, L&T Corporate, Rolls Royce, GEA Process, TATA Projects Ltd, Inox India Ltd., DMN Westinghouse, Advance Sys-tek Pvt. Ltd., Harsha Engineering Ltd., Amvian Automotive India Pvt. Ltd., Lanxess India Pvt. Ltd., etc.

We have deputed manpower to many of the IOCL, HPCL, BPCL, Adani sites including remote areas PAN India through our above mentioned clients starting from ITI operator level to Project In charge.

Our Scope of Work

- 
- 01** We handle outsourcing of employees and their deputation right from entry level positions to top level executives in a short time frame, delivering fast results.
 - 02** All Joining Formalities including Background Verification - Employment Verification, Reference Verification, E-Court Verification & Educational Verification
 - 03** TDS Calculation
 - 04** Performance Management System
 - 05** Training to employees, if required
 - 06** Employees Safety & Insurance.
 - 07** Replacement of the candidate - if any employee leaves in mid of the project with or without serving notice period, we will immediately provide you replacement.
 - 08** All necessary Statutory Compliances
 - 09** Leave Management System
 - 10** Exit Formalities & FnF
 - 11** We also manage and control day-to-day expenses claimed by employees while maintaining detailed records through our own HRMS software - **AARAMBH**.
 - 12** Our team is available all the time to deal with the queries within short span of time.

Our Services

Authentic Staffing Agency provides an array of HR Services. Our belief is to put our clients first and it reflects in our work. Our clients love us and have been integral in our growth in the past 14 years.



Recruitment

Recruitment is the most important aspect for any organization. Finding the right people for the job plays a pivotal role in ensuring success for any organization. Authentic Staffing realizes the immense importance of recruitment and offers custom recruitment solutions suited to your organization. With a wide experience of sourcing Manpower for all levels i.e. from ITI to Managing Director and for all verticals i.e. Automobile, Oil & Gas, EPC, Pharmaceuticals & Healthcare, Chemicals, FMCG & Trading, Manufacturing & Process, Industrial & Civil Infrastructure, Textile, IT, Retail etc.



Background Verification

We have developed our in-house Background Verification Module that conducts background checks for all potential hires before they are placed. The team conducts an extensive background check for each and every shortlisted candidate. The check include salary verification, employment verification, education verification, reference check verification, and e-court verification. To ensure your candidates are perfect for the job, we leave no stone unturned. We conduct background checks for all our recruitment candidates, candidates on our payroll, and for our clients PAN India.



Payroll Outsourcing

Processing payroll is a daunting task. Outsourcing it to us will help reduce compliance issues and headaches, while saving you a lot of time and money.

An increasing amount of enterprises and business owners are looking for companies to outsource their payroll to professional service providers who offer specialized services. We are handling payroll of more than 1500 employees in a month. We understand the basics of operating a business and specifically payroll is an important issue for each & every organization so it is very much essential to manage it in a proper & systematic manner.

Our Services



Contract Staffing

Authentic Staffing specializes in Contract Staffing Services. We provide end-to-end services right from recruitment to FnF. We take care of employee performance and compliance, so you don't have to. We are registered with all statutory bodies under the establishment act and comply with all labour and social security regulations like provident fund, employee state insurance act and workmen compensation act etc. Our services are comparatively prompt and affordable.

Entire responsibility of the human resources acquired will be ours starting from their verification, documentation, monthly presence, leaves, compensation, Statutory Compliance, replacement, discipline, performance management, training, proper exit with all FnF Formalities. Manpower includes all levels i.e. ITI, Technicians, Operator, Helper, Electrician, Engineer, Executive, Associates, Managers, Sr. Managers, etc.





**Authentic
Encon Pvt. Ltd.**

In 2020, we incorporated Authentic Encon Private Limited. The company is a Private Limited entity run by our director Fenil Shah. It is not an MSME registered company. We incorporated it to properly manage our growth and compliance for our esteemed clients.



***We cannot
become what we
want by remaining
what we are.***



Introduction To Our Payroll Software

We have recently launched our own payroll software – **AARAMBH** that ensures smooth payroll as well as Leave Management System and also keep the employees aware of all updations. It will give transparency between employee, principal employer and ASA.

AARAMBH Functioning

Employees can maintain their professional profile having all required details which can be visible to Principal Employer as well as ASA. They can apply for Leave, Comp Off and Holiday and can have record of the same. Same is beneficial to Principal Employer as he will have access on every month's payroll and can get data as & when required and also will have authority to approve or reject leave of employees and can have record of leave balance available. Employees can get payslip of any month directly from software. We can get all the Registers & reports whenever required for every month necessary for compliances.

Why Us?

Authentic Staffing Agency has been providing project outsourcing services for numerous global, and multinational clients. We understand the critical nature of the service and work towards implementing processes and systems that streamline workflow while ensuring all legal compliances. Our job is to deliver high quality service to our clients and ensure that their work gets done, no matter what.

- 01** Discern client requirements of the client according to the project
- 02** Assist them in the bidding process by providing accurate costs for manpower bidding
- 03** Seamless and time bound delivery of manpower on-site within the allocated budget which is pre-decided at the time of bidding.
- 04** Regular reporting and supervision of deployed manpower to ensure performance.
- 05** Monthly submission of attendance and work reports with relevant approvals of their immediate supervisors.
- 06** Timely compliance to ensure hassle-free operations and quality delivery of service.
- 07** Stringent record keeping of all leaves and other data within our scope.
- 08** Immediate provision of replacement in cases where the assigned manpower underperforms or is on prolonged leave during the project delivery.
- 09** Ensuring transparency with clients and employees alike for a seamless workflow with minimal interruptions and disturbances.



Our Organization

Fenil Shah, *Director*

CA Mukti Shah, *Head of Finance*

Krishna Jaiswal, *Sr. Account Executive*
Parag Dhobi, *Accounts Assistant*
Ronak Shah, *Accounts Assistant*

Dr. Nilesh Shah, *Head of Legal*

Nitish Pawar, *Compliance Executive*
Kinjal Gohil, *Compliance Executive*
Samarjeet Survey, *Compliance Officer*

Vandana Golani, *Operations Lead*

Raj Yajuvendra, *Sr. Admin Executive*
Nisha Patel, *Admin Officer*
Priyanshu Parmar, *Admin Assistant*
Jayshree Shrivastav, *Operations Executive*
Dhanvi Patel, *Payroll Executive*
Japla Panchal, *Payroll Executive*
Brij Mohan Kumawat, *Payroll Executive*
Lucky Panda, *Payroll Executive*

Komal Desai *Operations Lead – T & A*

Vedanti Joshi, *Team Lead – T & A*
Manisha Jeswani, *Sr. HR Recruiter*
Neel Sukhadia, *Sr. HR Recruiter*
Preeti Sharma, *HR Recruiter*
Manali Pandya, *HR Recruiter*
Viraj Raj, *HR Recruiter*
Parthivi Singh, *HR Recruiter*
Krishna Shah, *HR Recruiter*
Meghavi Patel, *HR Recruiter*

Nikita Shah, *Business Development Executive*

Manish Mali, *IT Executive*
Akram Khan, *IT Executive*

Dhaval Makwana *Operations Lead – T & A*

Darshana Patel, *Team Lead – T & A*
Shweta Patel, *Recruitment Manager*
Shubham Lalit, *Sr. HR Recruiter*
Vidhi Pandya, *HR Recruiter*
Grishma Shah, *HR Recruiter*
Bhagyashri Sombale, *HR Recruiter*
Manisha More, *HR Recruiter*
Anita Solanki, *HR Recruiter*
Vishal Kushwaha, *HR Recruiter*
Supriya Shah, *HR Recruiter*

AARAMBH

AARAMBH is our answer to complex and time consuming processes in Human Resources. It was developed to minimize time spent in repetitive tasks while increasing efficiency and reducing errors. AARAMBH is the first step into the world of HR Automation, where processes are lightning fast and error-free.



With Automation all around us, it is about time that the HR Industry takes **the next step into the future.**

AARAMBH was developed with a technology partner - DHT Solutions - who is specialized in process automation and software development. DHT has automated numerous complex processes and made business simpler for many companies. We have now joined hands to shift the paradigm in HR processes.

Features



Centralized Database
For Multiple Locations



Software is hosted
on the cloud



Time, Leave and
Attendance



Payroll Processing
& Management



Recruitment



Onboarding



Performance
Management



Talent
Management



Leave Management
System



Responsive
Design



Expense



The software consists of multiple modules, all integrated together to work as a complete solution. The software will also have customizations as per specific need.

Our Clients





TESTIMONIAL

PROUDLY PRESENTED TO

Fenil Shah

Our overall experience with Authentic Staffing Agency has been amazing. Their professionalism, people connect and management skills are exceptional. I should say thank you to Mr. Fenil Shah, who tries to understand the clients' requirement clearly and works toward it and also to his team members, for all their efforts and follow ups. Very impressive and professional! All good, keep it going this way!
Thanks!

- Vinay Bhagat,
Senior Manager (Human Resources)
TATA Projects



L&T Electrical & Automation

HSE DEPARTMENT

Certification of Appreciation

HAS BEEN AWARDED TO

DHAVAL KUMAR

For his immense contribution to the achievement of 1 Million MHR without LTI and improved safety culture in Doha Metro-Phase 1 BACS Project.

April 28, 2018

Handwritten signature of Abdul Rasheed Popoola.

Abdul Rasheed Popoola
HSE Manager

Handwritten signature of Davinder Hooda.

Davinder Hooda
Program Manager



Handwritten signature of Neeraj K. Prasad.

Neeraj K. Prasad
Project Director



TESTIMONIAL

PROUDLY PRESENTED TO

Fenil Shah

Authentic Staffing Agency led by Mr. Fenil Shah is truly an authentic placement and temporary staffing service provider in real sense. In an arena where hundreds of placement consultancy organisations have mushroomed, the professionalism and conviction demonstrated by Authentic Staffing in carrying out the assignments makes them stand tall - heads and shoulder above among others. Their deep understanding about the job descriptions facilitates them to provide

Sudhir Sethi
Vice President
HR,Admin & Legal, Inox CVA

 **Authentic**
Staffing Agency
Vadodara | Ahmedabad | UAE

INOXCVA
HISTORICALLY FUTURISTIC



TESTIMONIAL

PROUDLY PRESENTED TO

Fenil Shah

Fenil exemplifies his profession "Human Relations" by excelling as a Human and developing excellent Relations with his client and his employees. Fenil dons a lot of hats professionally but the best quality is his innate warmth and looking out for everybody who works with him. You can safely look towards Fenil in your moments of crisis His stellar growth and associations with the best in Industry speaks a lot for his efforts and ability. Wish him the best to grow and continue making difference in the lives of many people

-Aanand Ladgaonkar,
Hanning Motors India



Authentic
Staffing Agency

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HANNING

moving ■■■ ideas



TESTIMONIAL

PROUDLY PRESENTED TO

Fenil Shah

I have known Authentic Staffing Agency (ASA) for over five years. It has always been a pleasure to interact with Mr. Fenil Shah and his team. Their courteous and prompt service is very well appreciated by me and my team. ASA has supported us through the entire recruitment cycle from assistance in JD finalization, scrutinizing candidates, negotiating with the candidates, effectively placing them on board and mentoring them in the initial stages of new employment. ASA has the competence to offer recruitment services across the organisation - from Junior to Top management. Apart from these ASA also has offered services such as C&B surveys, HR related training, payroll management, handling contract employee management etc. I am pleased to recommend ASA for any HR related services.

-Utkarsh Pundlik
CEO, Integra Engineering

 **Authentic**
Staffing Agency
Vadodara | Ahmedabad | UAE

INTEGRA
ENGINEERING



TESTIMONIAL

PROUDLY PRESENTED TO

Feril Shah

It is my pleasure to acknowledge our decade long association with Authentic Staffing Agency. The staffing provided by their team is "Authentic" in letter and spirit. I sincerely appreciate the services provided by them in getting on board the right people at the right time.

-Raajkumar K Tarwani
General Manager,
HR & Admin,
Harsha Engineers Limited



Authentic

Staffing Agency

Vadodara | Ahmedabad | UAE



HARSHA
ENGINEERS



TESTIMONIAL

PROUDLY PRESENTED TO

Fenil Shah

I have been using Authentic Staffing Services for the past 10 plus years. Fenil Shah and his team have been working diligently in feeding the needs of our organization. Their expertise in placement, payroll management, compliance has been very good and highly recommended the services of his organization. I have personally seen this organization grow from grass root level to where they are today managing some of the top accounts. Wish Fenil and his organization the best in their endeavour in servicing companies related to HR and compliance.

-Murali Swaminathan,
General Manager,
Amvian Automotive



Code of Conduct

Our Conduct is definitive, and not negotiable

Our Company

At Authentic Encon Pvt. Ltd., we require that all of our employees conduct themselves according to the highest standards of ethics, integrity, and behaviour when dealing with our clients, colleagues and other stakeholders. We as a Human resources professionals recruit and hire employees, administer policies and procedures, and manage employment actions. We stand between management and the employees, acting as an advocate for both and must adhere to the highest standards of personal and professional conduct to faithfully carry out our responsibilities, gain the respect of management and employees and ensure the company is in compliance with federal and state employment law.

We expect our clients to comply with applicable regulatory requirements and the code of conduct. Furthermore we expect our clients to introduce suitable processes within their organization that support such compliance and drive continuous improvements with regard to the requirements included in the following AEPL's code of conduct





Accountability

Authentic Encon Pvt. Ltd. is responsible for learning company policy and procedures, state and federal employment law covering all aspects of human resources. We are also responsible for training management and employees in critical human resources policy and procedures. As the authority on HR administration for the company, we are accountable for faithfully carrying out these responsibilities to the benefit of all employees in the organization and are also responsible for maintaining changes in employment law or compliance issues and keeping management informed of risk or possible exposure to liability.

Fairness

Authentic Encon Pvt. Ltd represents all employees, regardless of race, colour, sex, national origin, age, marital status, religion, disability or other protected class and at all levels of the organization. We are responsible for fair and equitable treatment of all employees. As an Human resources, must fairly administer all company policies and procedures, regardless of an employee's status or level in the organization. In disciplinary actions, compliance issues or grievances, human resources must conduct thorough investigations and make recommendations and decisions based on facts without favouritism.

Professional Development

Authentic Encon Pvt. Ltd is responsible for learning and understanding the entire body of knowledge required to carry out their many duties and responsibilities. We keep abreast of changes in employment law, company policies and employment issues. We are also responsible for continuing education to remain experts in their field.

Integrity

Authentic Encon Pvt. Ltd. adhere to the strictest code of ethics and integrity in all employee interactions. We model the highest level of ethical behaviour. We keep employee and company information in the strict confidence, and protect the integrity of company proprietary information when dealing with employees or individuals outside the company. We are honest in dealings with representatives of state and federal government entities and make sure the company follows the compliance as and when required.



Commitment

Authentic Encon Pvt. Ltd. Consider our goals and those of our clients as if they were your own. Our work is based on a strong culture of commitment and this commitment is evident in our approach to management, relations and customer service. Meet the highest demands, exceeding expectations in environment of constant trust and close cooperation.

Emphasis on the human factor

Authentic Encon Pvt. Ltd. Think beyond what is required for an acceptable working relationship, take into account that both employees and clients are people and therefore deserve to be treated as such. This involves respect for human rights in your actions and also requires that you encourage a work environment that promotes growth, development and personal success, fostering a climate of continuous

Relationship with employees

Authentic Encon Pvt. Ltd.'s relationship with employees based on respect, honesty and professionalism. In this regard and with the aim of encouraging a spirit of collaboration that fosters a positive work environment, you must respect everyone and avoid any aggressive behaviour or any act against personal dignity, you should avoid any discrimination or harassment for any reason, as this is an attack on people's dignity. No harassment will be tolerated, nor any related verbal, visual or physical conduct.



**Coming together is a beginning,
keeping together is progress,
working together is success.**



Quality in a service is not what you put into it. It is what the client gets out of it.

Contact Us

Authentic Staffing Agency

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