



PROFESSIONAL SOLUTION BY PASSIONATE AMATEURS



PRELUDE

ProAms is a Management Consultancy Service Provider firm, specializing in the Management consultancy , HR recruitment, Selection, Placement , Payroll processing and Out Placement of highly qualified, experienced professionals and providing as service renderer to clients for effective management of their Intellectual Capital since 2008.

Our ultimate objective is to assist our clients to make distinctive, substantial and lasting improvements in their performance.

ProAms is a business entity characterized by a can-do spirit, decentralized management, and an entrepreneurial atmosphere. The focus of ProAms is to augment productivity through improved quality, efficiency and cost-reduction for its clients' resource engagement, enabling them to focus on their core business activities.

ProAms - people pursuing amateur activities to professional standards - are an increasingly important part of our society and economy. For ProAms, leisure is not passive consumerism but active and participatory, it involves the deployment of publicly accredited knowledge and skills, often built up over a long career, which has involved success, sacrifices and frustrations.

We not only work as a trusted partner but an extended hand of our client. We balance your short-term organizational needs against longer-term growth goals. This demonstrates our commitment to improving business performance through effective and creative business solutions. The focus of ProAms is to augment productivity through improved quality, efficiency and cost-reduction for its clients' resource engagement, enabling them to focus on their core activities.

ProAms client service initiative ensures complete client satisfaction. We believe in constant communication with the client in providing and maintaining the desired quality for cost effective and time efficient services and solutions.

We provide an environment that fosters personal and professional growth for our associates. We understand that knowledge, experience and attitude are the key to success and therefore team up with professionals with sound knowledge, related experience and positive attitude.

Mission: Satisfying customers through optimizing business solutions for sustainable partnership.

Values: ProAms facilitates its clients, employees and stake holders in achieving what matters to them. Succeeding will mean living by ProAms Values, Trust, Ethical standard, Teamwork, Accountability, Continuous improvement and Value creation for all concerned.

Purpose: To help our clients create measurable business results through better management of their resource engagement. ProAms assist clients deliver value with pace and strategic agility.



PEOPLE BEHIND PROAMS

Ziaush Shams is the lead consultant at ProAms and has been in the corporate world of Bangladesh for the last 25 years. He has been with Unilever as Group Product Manager, in New Zealand Dairy as head of Marketing & as Business Manager (Medical & Package chemical) at BOC Bangladesh.

Mr. Shams is a Business Graduate from IBA-Dhaka, Bangladesh and is currently engaged in Business consultancy with different organizations. His management strengths lies in strategic planning, organizing and implementation.

Shaheed Siddique is a HR consultant and has served as the Head of HR for more than 15 years in Shell Exploration, Lafarge Cement and Qubee (Wimax Internet service operator). Apart from the above he has also served Cairn Energy and Unilever in different capacities and engaged in the civil and labour law practice for 3 years. Mr. Siddique has completed Masters of Laws from Dhaka University and has a Diploma in Personnel Management from BIM.

Mr. Siddique is an experienced HR generalist with particular experience of working for start-up businesses. He has knowledge on designing Human Resources Policy, Job Descriptions, Performance Management, Human Resources Audit, training and development needs and; experience on compensation & benefits survey and strength in Labour Relations.

Ehsan k. Shoaib is a well-known banker who started his carrier with ab bank; the first private sector bank in Bangladesh with the 1st probationary officer in 1982. He holds a master's degree in finance from Dhaka university.

He has in-depth knowledge and experience in cross- functional banking, operational management, process re-engineering, banking automation, credit services, retail banking, SME , CRM ,product development ,risk management and customer services development in the organization for last three decades. His last assignment was as EVP and head of business strategy unit; primarily supervising 28 under performing and new branches. Before that he was head of retail banking division and head of core banking team (core banking team, to coordinate and implement the functionalities of the banking functionalities with the it for implementation of the core business module an implementation of centralized on line banking platform). He has traveled across the globe.

Farhad Mohsin is one of the founding member/consultant and has been in the corporate world for the last 15 years, he has been with Tetra Pak, New Zealand Dairy/Fonterra and DicoTech Qatar as VP – International Business.

An experienced professional in the fast moving consumer goods & B2B industry who has handled Marketing, Sales and Business Development roles across different countries and challenges. Passion for people and brands has enabled a strong track record of performance, credibility and trust as a leader. He has completed MBA for RRU, BC Canada and has attended many Global and regional training on Brand, Business Development, Market research and Leadership.



Sayem Haq is one of the lead HR consultant who has worked across the globe which includes Bangladesh, Thailand, USA and UK. Mr Haq is a Business Graduate from IBA and is independently engaged in many consultancy projects. He is an internationally experienced human resources and talent leader with considerable strategic and commercial focus in the delivery of 'best in class' performance management, organization design, talent development and employee engagement processes.

Trained by Korn-Ferry on their learning agility competency model, he has partnered with line-clients in Asia-Pacific, the Americas and Europe to establish a market-leading talent and succession process to support their long-term strategic agenda.

Mr Haq started his carrier with Novartis AG in late eighty's with experience in Bangladesh, Asia-Pacific, Americas & Europe.

Amir Hassan Chowdhury is a HR professional and has more than 15 years of working experience in the field of HR and Administration with different reputed national and multinational companies like Nilkamal Padma Plastics Pvt. Ltd. - a Joint Venture Company between Nilkamal Plastics Ltd. India and SAS Group Bangladesh as Manager (Personnel & Admin.); Runner Group of Companies as Manager, Human Resources; Delta Life Insurance Co. Ltd. as Senior Executive Officer (HRD); and Tex-Apparel Connection Ltd. as a Factory Personnel Officer,

Naim Mohammad Fazlun is an professional having more then 16 years of home and global experience in the Telco and IT industry. He has served in various capacities as Business and functional heads and is now in C- level positions. He is currently the CTO at ADN Telecom Limited and has served in reputed organizations like A DataNet, Advance Technology Computers Limited etc. Mr. Naim has completed MSc in Engineering in ICT from BUET and is a CSE graduate from Ahsanullah University. He is also Honorary Auditor & Executive Council Member at Association of the Telecommunication Industry of Singapore. Mr. Naim has globally managed partners like SingTel, Bharti Airtel, Tata and dealt with businesses directly in Europe, America and Asia. He has extensive experience and a strong track record of managing and leading major projects in MNCs, Banks, Government and other. He has also been awarded Fellowship from University of Southern Queensland, Australia.

Kaniz Fatema, a Business graduate with a major in Human Resources. She is a specialist in recruitment, payroll & outsourcing process and holds a Diploma in Financial Management from Bangladesh Institute of Management (BIM) in 2010. Ms. Kaniz Fatema has specialization in the field of Project Management, Recruitment & Selection and Payroll Processing.



OUR CORE COMPETENCIES

Our areas of specialization are:

- HR Management Services
- Talent Search & Placement
- Training
- Managed Staffing
- Payroll Processing
- Financial Management Services
- Brand Management Services
- IT Enable Services
- IT Managed Services

HR Management Services

We help organizations to optimize utilization of Human Resources through re-engineering of work methodology, restructuring and process flow. Avoiding duplication of work and minimize unhealthy business practices.

Talent Search and Placement

We help you in finding individuals for your core competencies. We have recruitment specialists who excel at identifying, screening, referencing and interviewing. Our reputed presence in the marketplace gives us a strong networking base from which to draw candidates with superior credentials. Through targeted recruiting process we draw high calibre candidates for managerial, professional & technical positions.

Training

Our training specializes in knowledge management and adult learning services, aimed at becoming the center of people and organization development excellence. At **ProAms**, we take pride in our reputation for excellence and our highly personal approach. We are not happy till you are not delighted.

We combine training and professional services in comprehensive competency-based management solutions that are flexible, integrated, cost-effective and targeted to your unique needs. We ensure that your organization achieves top results based on leading practices in talent management and development.

Our Training Services

- For Individual Contributors and Managers
- For First Line Managers
- For Second Line Managers / Manager of Managers
- For HR & other Professionals



Managed Staffing (3P Staffing)

Without having to hire a full time permanent employee for a short-term assignment, our clients engage ProAms on a project-to-project basis. Short-term assignments work well for minimizing project overload, reducing staff overtime, and meeting deadlines, or you may add long-term or project oriented personnel to augment your core staff and infuse new talents into your operations.

Payroll Processing

With today's accelerated business pace, you can't allow time-consuming tasks like payroll to hinder your progress. We move you forward with a superior class of payroll administration solutions: Advanced, flexible solutions that are well-suited to your environment and your company size – no matter what stage of development your business is in.

We have the systems and expertise to do it quickly and accurately. We offer solutions designed in accordance with your company size and requirements. We are the leading provider of payroll services to large and medium enterprise.

Financial Management Services

We ProAms, are dedicated in understanding your industry and providing your organization the necessary support and assistance through our financial management services. Together through strategic relationships with our Audit partners, we stay well-informed and continually adapt to the ever-changing financial management needs. As a result, more efficiency and control help guide your business to even greater profitability.

Our financial management services include -

- TAX & VAT management.
- Bookkeeping
- General accounting.
- A/C receivable / payable.
- MIS.
- Back Office support.

Brand Management Services

It's all about **differentiation**; presenting your products and services innovatively, offering enhanced value addition and customizing offerings for specific customers.

We have the expertise in strategically presenting your product/service USP; so let us take care of branding and communicating to the world, while you concentrate on your core competences. We believe we can help you deliver sustainable and superior customer experience, thus paving the way for *Loyalty* towards *your Brand*.



IT Enable Services

We provide e Computer Hardware (Desktop, Laptops), Office Equipment and Computer relevant accessories/components sales.

Apart on end user devices we have experienced IT consultants who can offer enterprise solutions like server storage, virtualization, and Datacenter infrastructure with total surveillance system We have a strong partnership with Cyber Security Company with different compliance certification authorities. Proams have significant technical resource pool to provide IT managed service for different corporate organizations.

ProAms also have BASIS Membership since 2017, Membership No G905.

IT Managed Services

ProAms Managed Services is the smarter way to manage your IT infrastructure. Instead of letting your IT personnel take care of all your technology problems, our expert technicians will resolve any issues you may have, all for a flat monthly fee.

We proactively monitor your computers and network systems 24/7 to make sure issues are fixed before they turn into costly downtime. Our team can become your outsourced IT department or act as an extension of your in-house IT team, supporting your users as and when needed.

MAJOR PROJECTS

ProAms is one of the leading service providers of quality human resources consulting services in Bangladesh. Our consulting services can extend the capabilities of the clients' HR function by offering crucial strategic and technical expertise to support their HR goals and workplace initiatives. Our Managed services is designed to maximize output / operational efficiency for greater concentration on strategic issues of our clients .

We combine individual, local and global perspectives. We listen, we understand, we generate results – and all these are targeted towards total client satisfaction.

Sl. No.	Company Name	Sl. No.	Company Name
1	Nokia Solutions & Network Bangladesh	14	Xrite India Private Limited
2	Hewlett-Packard Enterprise	15	WIKI Instruments India Pvt. Ltd.
3	ZTE Corporation Bangladesh Ltd.	16	Western Union
4	Citibank N.A.	17	PricewaterhouseCoopers (PwC)
5	BRAC Bank Limited	18	Robert Bosch (Bangladesh) Limited
6	Dhaka Bank Ltd	19	Johnson & Johnson PVT. Ltd.
7	HSBC	20	Bangladesh Election Commission-IDEA Project
8	Apollo Tyres	21	Compandben SA (Switzerland)
9	Mynd Solutions Pvt Ltd	22	Becton Dickinson
10	Bureau Veritas Consumer Products Services (BD) Ltd	23	LAPP India Pvt. Ltd.
11	Tiger consultancy (Singapore)	24	BCIC 13 Nos. Sharer Buffer Godown Nirman Prokolpo
12	MasterCard Asia Pacific Pte Ltd	25	BP Middle East LLC (Castrol)
13	Coca Cola (International Beverages Private Limited)	26	Siegwerk Bangladesh Limited

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