



## Contact Us

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[www.skystar.co.ke](http://www.skystar.co.ke)

## Company Profile

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# Our mission

Through integrated, ethical and transparent practices, it is our mission to consistently provide a wide range of quality services and increase our loyalty and leadership in the Kenyan and other world markets.

# Our vision

## Bringing great opportunities home

Skystar is a proudly Kenyan company and we are committed to the future of this country, through providing opportunities for Clients to achieve their dreams,

# MANAGEMENT

Skystar is managed by a widely experienced team led by proffessional directors



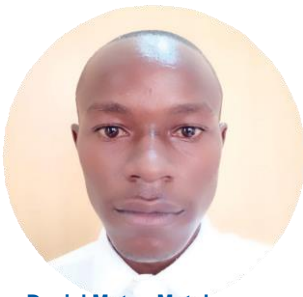
**Ali Mohamed R. Muli**  
Managing Director



**Dr. Titus .I. Kaloki**  
Director



**Saidi Swaleh**  
Assistant to Manager Mombasa Branch



**Daniel Mutua Mutuku**  
Human Resource Assistant



**Mohamed Ali Muli**  
IT Specialist



**Fatma Abdalla Salim**  
Branch Manager Mombasa



**Mishi Khalfan Personal**  
Assistant to Managing Director



**Batul Mohamed Muli**  
Branch Manager Nairobi



**Awadh Said**  
Human Resource Manager





## OUR PROMISE

### *We Promise*

- ▶ To treat you with respect and dignity
- ▶ To understand your business for effective service
- ▶ To handle your information with confidentiality
- ▶ To identify ourselves while we attend to you.
- ▶ Provide you with a channel to give feedback about our services.

## YOUR OBLIGATION

- You will be expected
- To provide us with complete and accurate information to assist in determining your best fit.
- To inform us of any changes in your needs and contact details.
- To show respect and consideration for our other clients and staff.
- To settle your financial obligations.

### **We provide placement for the following roles in the Health Care sector;**

- ▶ Registered Nurses
- ▶ Clinical Supervisors
- ▶ Pharmacy Technicians
- ▶ Medical Assistants /Care Team Associates
- ▶ Medical Doctors



We provide placement for the following roles with the Auto Mobile sector;

- ▶ Engineering Diagnostic Technician
- ▶ Engineering Mechanics
- ▶ Bus Electrician
- ▶ Vehicle Examiner
- ▶ Bodywork Technician
- ▶ Fleet tire Technician

We provide placement for the following roles within the Transport and Logistics Sector;

- ▶ Heavy Commercial Drivers
- ▶ Operations Supervisor – Transportation.
- ▶ Forklift Operator
- ▶ Packers
- ▶ Loaders
- ▶ Warehouse Associate
- ▶ Personal/Family Drivers
- ▶ Sales Men
- ▶ Long Haul Drivers.
- ▶ Material Handlers

We provide placement for the following roles with the Domestic Worker sector;

- ▶ Housemaids
- ▶ Housekeeper Nanny
- ▶ Nanny Caretaker
- ▶ House Cook
- ▶ Cleaner maid
- ▶ Family Driver





We provide placement for the following roles the Building and Construction sector;

- Building and Civil Engineers.
- Site Supervisors /Managers.
- Site Foreman.
- Construction Managers.
- Carpenters.
- Masons
- General labourers
- Painters
- Maintenance Electricians
- Plumbers





# Tours & TRAVELS

## 01 Corporate Travel Management

By using our cutting edge IT online booking system, we ensure, that our corporate business traveler receives travel related information from an innovative network of resources, keeping him connected whilst on the move.

## 02 Safaris And Tours

We arrange tours to all National Parks, National Museums, Historical Sites and Mountain climbing tours for individuals or groups as per arranged itineraries in East Africa. We will avail information on availability and costs within the shortest possible time.



## 03 HOTELS AND LODGE RESERVATIONS

We undertake Hotel and Lodge reservations in all major Eastern Africa cities on behalf of our customers at discounted rates.

## 04 Air Ticketing



By using our cutting edge IT online booking system we ensure, that our corporate business traveler receives travel related information from an innovative network of resources, keeping him connected whilst on the move.

## Welcome to SkyStar Limited

### We are a proud Kenyan Human Capital Management Solution

**Sky Star LTD** is a pioneering Human Capital Management (HCM) solutions company that provides manpower sourcing services for organizations locally and across the globe. The company offers recruitment and placement solutions for companies seeking to find high-performance individuals and possibly the most qualified professionals from the Kenya Uganda Tanzania Ghana Zambia Ethiopia Mauritania Rwanda Mozambique.

**Sky Star LTD** is among the oldest multifaceted recruitment business establishment in Kenya under Companies Act Cap 486 laws of Kenya, reputed for its integrity and professionalism.

**Sky Star LTD** – founded in 2022 by Mr. Ali Muli Mohammed and Dr. Titus Kaloki to facilitate the increasing demand for African manpower worldwide.





## 01 RECRUITMENT & PLACEMENT

Our company makes certain that every step of our recruitment and placement procedures are in accordance with the rules and regulations of the National Employment Authority and those of the host country (employer's country of origin).

## 02 JOB OPPORTUNITY

At Sky Star we offer opportunities for our students to be innovative in their fields, since employers and company looks at the innovative capacity of the employee before employing him/her.

## 03 EMPLOYEE OUTSOURCING

-We offer workforce outsourcing, where we handle all HR tasks on behalf of the employer. We are the employer of record in the following fields – Hospitality (waiters & waitress, Bar attendants, Barristers and House Keepers)  
- Other services includes; - scaffolders, laborers

# RECRUITMENT & JOBS



## 04 TRAINING AND DEVELOPMENT

Training and Development is one of the most important functions of Human Resource management in any of the organization. The objective of this Training is to enhance employees' skills behavior and expertise by putting them into learning new techniques of doing work.

## 05 PERFORMANCE MANAGEMENT

At Sky Star we offer Performance management services which is an important aspect in HRM. It is used to create a work environment where people are motivated to provide their best performance and do quality work.

## 06 HR POLICIES for ORGANIZATIONS

At Sky Star we develop formal rules and procedures that dictate how certain matters should be addressed in the workplace including employee rights and duties. Organizations with policies in place succeeds in the long run than the ones who do not have any policy in place.

