# PRE-Deployment

- Pre-and-Post final interview orientation and meetings,
- Pre-departure seminar
- •In-house training for domestic helpers and caretakers
- Email and video services

## Post-Deployment

Aside from the services performed by the company in order to recruit the required worker for the employer, MISSION WAY provides on-site mediation and grievance handling in cases of misunderstanding between the worker and employer.

For the employer or principal

- 1. Accommodation, assistance, and travel arrangement for the principal and employer representatives
- 2. Email and video services
- 3. Assistance during the interview MISSION WAY will assist the employer or his representative during the interview with the prospective worker. Company representatives will be there to coordinate all the needs and requirements of the principal/client, from the date of arrival until the departure from the Philippines.
- 4. On-site client servicing A company representative periodically visits the job site to assess other possible services that the company can offer.
- 1. Sourcing of applicants through:
  - A. PRA Provincial Recruitment Authority
  - B. Newspaper ads
  - C. Site Sourcing
  - D. Referral from deployed workers
  - E. Website Applications
  - F. Tarpaulin / Flyers
  - G. Head Hunters
- 2. Preliminary interview
- 3. Preliminary testing or medical check-up
- 4. Submission of basic requirements
- 6. Final interview
- 7. Completion of all requirements
- 8. Trade Tests for Technical Staff

- 9. Final medical testing
- 10. Processing of papers
  - A. Obtaining written contract
  - B. Accreditation with the POEA
  - C. Signing of contract by the selected applicant
  - D. Personal appearance of the applicant at the

## **POEA**

- E. Filing of Visa
- 11. Airline booking
- 12. Pre-departure orientation
- 13. Departure
- 14. Post-deployment services for both worker and the client / employer

MISSION WAY Manpower Services, Inc.

**Company Profile** 

### 派遣前

- ・最終面接前と後のオリエンテーションと打合せ
- 出発前セミナー
- ・家事労働者と介護者への社内研修
- ・Eメール、ビデオサービス

#### 派遣後

雇用者の求める労働者を募集するために果たす会社の業務の他に、ミッションウエイは、雇用者と労働者の間で誤解が発生した際の現場での苦情の仲介を致します。

## 雇用者又は事業主向け

- •事業主と雇用者の代理者の宿舎、支援及び出張手配
- •Eメールとビデオサービス
- •面接時の支援ーミッションウエイは労働候補者の面接時の雇用者又はその代理者への支援を する。会社のスタッフが、顧客がフィリピンへ着いた日から、出発する時まで、要求と全てのニーズを調整する。
- •現場での顧客サービスー会社スタッフが期間的に現場を訪問し、会社が他のサービスの提供の可能性を査定する。

### 募集、手続き、派遣のプロセス

- •志願者の招集方法
- A 地方リクルート局
- B 新聞広告
- C 現場調達
- D 派遣者よりの紹介
- •一次面接
- •一次試験又は健康診断
- •基礎要求物提出
- •最終面接
- •全要求物の完備
- •最終健康診断
- ●書類手続き
- A 契約書入手
- B POEA認証
- C 選出志願者による契約署名
- D 志願者のPOEAへの訪問
- E ビザ申請
- •航空券手配
- •出発前オリエンテーション
- ●出発
- 労働者・雇用者への派遣後のサービス