



ORIK PVT. LTD.

**Connecting Talent
with Opportunity.**

**RECRUITMENT • TALENT ACQUISITION
WORKFORCE SUPPORT**



A PRACTICAL PARTNER IN TALENT CONNECTION

WHO WE ARE

Connecting people. Supporting hiring.

ORIK Pvt. Ltd. works at the point where employer requirements meet candidate aspirations. We help organizations connect with people whose skills, communication and experience align with the roles they need to fill.

Our work combines recruitment coordination, candidate engagement and practical workforce support—helping hiring teams maintain a clear, organized process from requirement intake to interview follow-up.



HOW WE SUPPORT THE HIRING JOURNEY

A coordinated approach

From the first role brief to the next recruitment step, ORIK supports the activities that keep hiring moving: identifying suitable sourcing channels, reviewing profiles, contacting candidates, sharing relevant shortlists and coordinating interview schedules.

We support recruitment needs across diverse business and operational environments, including IT and non-IT roles, BPO and customer service, entry-level opportunities and HR support. Each assignment is shaped around the client's role criteria and process requirements.



Clear communication. Role-aligned coordination.

RECRUITMENT WITH PEOPLE AT THE CENTRE



Opportunity should be easier to navigate.

For candidates, that means clear information, timely reminders and follow-ups. For employers, it means organized communication and relevant profiles presented against stated requirements.

ORIK also participates in campus recruitment activity and job drives, helping create points of connection between candidates, institutions and hiring teams.

Eight years of recruitment experience, as reported by ORIK.

PURPOSE, DIRECTION AND PRINCIPLES

MISSION

Help organizations coordinate recruitment and connect candidates with suitable opportunities.

VISION

Build lasting relationships between employers and talent through consistent, thoughtful recruitment support.

VALUES

**Integrity
Transparent communication
Candidate focus
Coordination & accountability
Long-term relationships**

SERVICES DESIGNED AROUND THE HIRING PROCESS

Recruitment is a sequence of connected decisions—not a single transaction.

ORIK can support individual stages or coordinate multiple activities around a hiring requirement, based on the agreed scope.

- Talent acquisition and sourcing
- Screening, evaluation and shortlisting
- Interview coordination and follow-ups
- Staffing support and hiring drives



01 | TALENT ACQUISITION & CANDIDATE SOURCING

Start with the role. Build the search around it.

Recruitment and talent acquisition

Clarify role criteria, required skills, experience, language needs and practical constraints before sourcing begins.

Candidate sourcing & talent mapping

Use relevant channels such as LinkedIn, job portals, professional networks, candidate databases and referrals to identify potential matches.

Client value: a search aligned to the requirement rather than a generic volume of profiles.



02 | SCREENING, EVALUATION & SHORTLISTING

Relevant profiles. Clear context.

- Review resumes against stated role criteria.
- Check qualification and experience details provided by candidates.
- Conduct initial calls to understand interest, availability and role fit.
- Evaluate communication and role-relevant information.
- Shortlist and submit profiles with relevant context.

Screening supports informed decisions; final selection remains with the hiring organization.



03 | INTERVIEW COORDINATION & CANDIDATE COMMUNICATION



Keep every participant informed.

- Coordinate interview slots with candidates and HR teams.
- Share interview instructions, location or meeting details.
- Send reminders and confirm candidate availability.
- Follow up after scheduled interviews and capture updates.
- Communicate next-step information as provided by the hiring team.

Practical value

Fewer communication gaps and a clearer candidate experience.

04 | MANPOWER STAFFING & WORKFORCE SUPPORT

Support for business and operational roles

ORIK supports manpower requirements across a range of business and operational functions, with sourcing and coordination shaped around the client's approved role profile.

- Clarify role volumes, eligibility and shift requirements.
- Identify suitable candidate pools for the role category.
- Coordinate availability, screening and interview activity.
- Maintain recruitment updates with the client contact.



05 | RECRUITMENT ACROSS ROLE CATEGORIES

Flexible coverage for varied hiring needs

- IT and non-IT roles
- BPO and customer-service functions
- Customer support and customer associate roles
- HR support and recruitment coordination
- Entry-level roles and internships
- Operational and warehousing roles

Role coverage depends on each requirement, candidate availability and agreed scope.



06 | CAMPUS HIRING, JOB DRIVES & REFERRALS



Create more routes into opportunity.

ORIK participates in recruitment activities that connect job seekers and employers, including:

- Campus and college recruitment
- Mega job drives and job melas
- Candidate referrals and outreach
- Candidate coordination for skill-development-linked initiatives, where applicable

Activity and partner involvement are confirmed per initiative.

INDUSTRIES & WORKFORCE CATEGORIES



Potential recruitment coverage

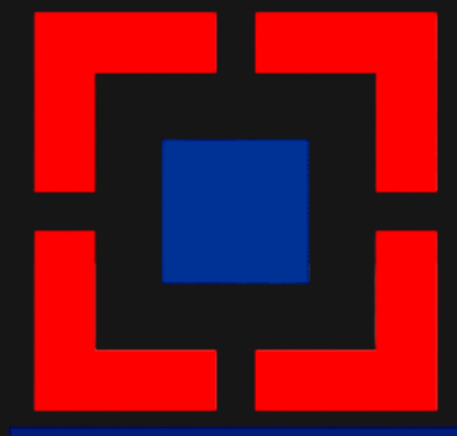
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|----|------------------------------|----|---------------------------------|
| 01 | Banking & financial services | 05 | BPO & customer support |
| 02 | Insurance | 06 | Warehousing & operations |
| 03 | Retail & FMCG | 07 | HR support |
| 04 | IT / non-IT | 08 | Internships & entry-level roles |

Coverage is considered against each role’s requirements and the agreed recruitment scope.

CORPORATE EXPOSURE & HIRING ECOSYSTEM

A landscape of familiar employers and hiring environments

Illustrative names only — not a statement of client, vendor or partnership status.



Banking & financial services



Banking & financial services



Business services



Retail & e-commerce

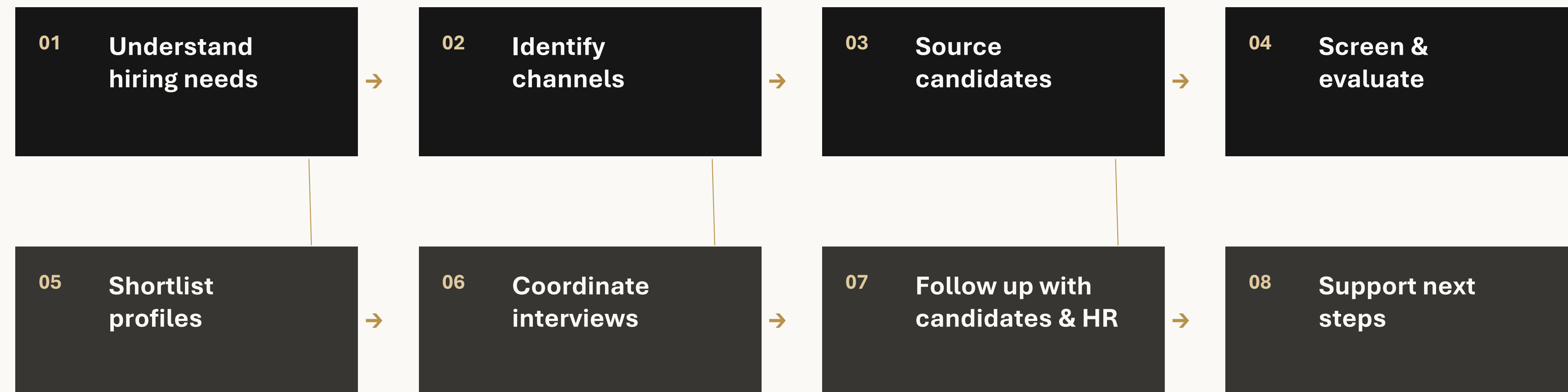


Retail & e-commerce

Use of names here is for neutral ecosystem context. No endorsement or commercial relationship is implied.

A TRANSPARENT RECRUITMENT WORKFLOW

A clear sequence. Consistent communication.



The exact sequence and ownership can be tailored to each client's hiring process.

WHY WORK WITH ORIK

A practical, people-focused approach

- Structured sourcing around role requirements
- Role-aligned screening and profile submission
- Coordinated interview schedules and reminders
- Clear candidate communication and follow-up
- Coverage across varied workforce categories
- Engagement with campus hiring and job-drive activity

Designed to support the hiring team—not replace its decision-making.



EXPERIENCE GROUNDED IN RECRUITMENT PRACTICE

08

YEARS

Eight years of recruitment experience, as reported by ORIK.

Our approach centres on understanding role needs, coordinating sourcing and screening, keeping candidates informed and helping hiring teams maintain visibility across the process.



HOW OUR VALUES SHOW UP IN THE WORK



INTEGRITY

Represent role requirements and candidate information responsibly.

CANDIDATE FOCUS

Respect availability, questions and interview readiness.

ACCOUNTABILITY

Track agreed actions and share updates.

TRANSPARENCY

Communicate process details and updates clearly.

COORDINATION

Keep candidates and hiring contacts aligned.

LONG-TERM RELATIONSHIPS

Build trust through consistent, professional engagement.

LET'S DISCUSS YOUR HIRING NEEDS



**Build your next team
with clarity.**

Tell us about the roles, skills and workforce support your organization needs. We welcome a conversation about your hiring priorities.

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ORIK Pvt. Ltd.

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with Opportunity.**

Building Teams for Tomorrow.

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