



للموارد البشرية
Human Resources

backing your growth

company profile

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'mueen at a glance

Founded in 2016, Mueen is headquartered in Riyadh, with branches across the Kingdom, spanning from the east to the west and from the north to the south. The company is committed to meeting the human resources needs of its clients, providing solutions in terms of hiring both local and foreign talents, and offering a range of human resources solutions, including but not limited to payroll management and government site administration. Mueen is dedicated to conducting its operations with the highest standards of quality and professionalism.

As a reliable partner in delivering comprehensive human resources solutions, we recognize the importance of having the right team in the right place for the success of both companies and individuals.

Our approach is based on aligning with the specific selection criteria of our clients and their goals to provide the precise assistance needed and achieve the desired results.

We continuously strive to contribute to the ongoing development, aiming to elevate industry standards through our fast and flexible recruitment processes, our extensive talent network, and our team of trained consultants who possess a deep understanding of the Saudi job market.

Therefore, Mueen has prioritized digital transformation across all its services to align with the aspirations of its clients and contribute to the vision of Saudi Arabia 2030.

our numbers

Invested Capital

100 million
Saudi Riyals

Customer Loyalty

70%
customer return rate

Payroll Processing Records

79,190,000+
records

Team of Dedicated
Professionals

26,000+
positions filled

Diverse Workforce

35
different countries

Service to Clients

312+
clients

Service Sectors

8 sectors
of operation

Average Employee Tenure

4.5 years
surpassing the sector
average of 1.5 years

Workplace Injury Rate
(since inception)

>1%

Global Presence

45+
offices worldwide

Mueen's Services

365,000+
Facilitated trips annually for on-demand labor

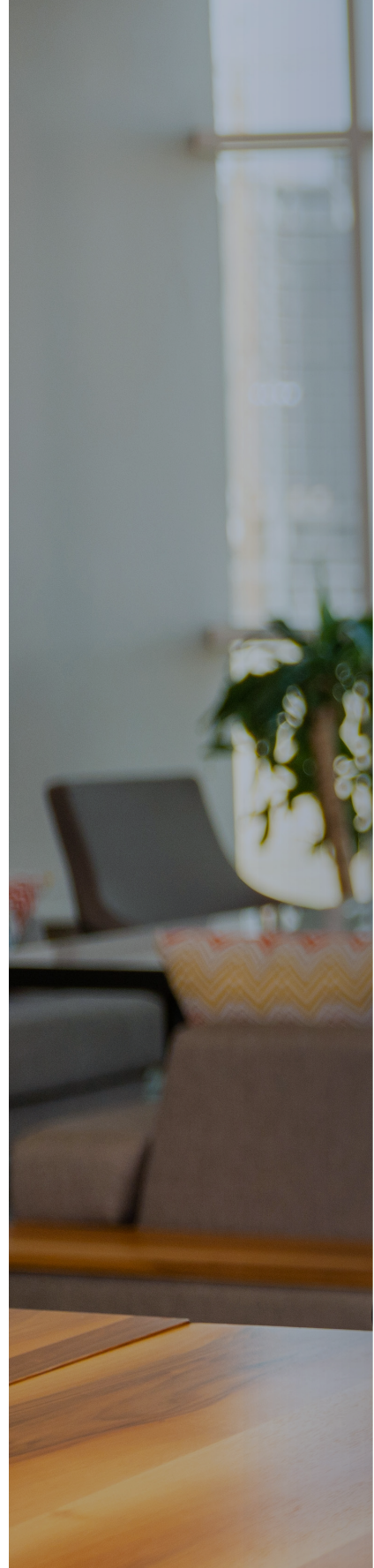
our history

Established in 2016, Mueen started as a Saudi closed joint-stock company, transcending the boundaries of traditional recruitment agencies. Operating with global standards and local expertise, Mueen has rapidly grown both its client portfolio and workforce.

Over the past years, Mueen has made significant contributions to key sectors of the Kingdom's economy, including hospitality, construction, healthcare, industrial, and retail. Our commitment to excellence and transparency is evident through substantial investments in technological infrastructure, policy development, and procedures alignment with these principles.

Mueen has forged international partnerships focusing on ethical recruitment practices, human rights, and combating human trafficking. Care is ingrained in Mueen's values, with accommodations strategically located throughout the Kingdom, ensuring employee well-being during emergencies. Our commitment extends to providing top-tier healthcare through licensed providers and establishing a dedicated employee hotline for swift issue resolution.

Looking forward to the end of 2026, Mueen aims to expand its workforce to nearly 30,000 employees, achieve sales exceeding one billion Saudi Riyals, all while delivering an unparalleled customer experience.



vision

Our vision is to be the preferred partner for comprehensive human resource solutions and the trusted human capital choice for clients in the Kingdom.

mission

To empower organizations and elevate customers' experience in the human capital services market, through a diverse workforce comprising both Saudi nationals and expatriates.



SINCERE

S

Service

We put our customers above ourselves. We decide and act for the benefit of our patrons, contributing to their welfare and creating positive experiences for them.

I

Integrity

We do the right thing without compromising. We are honest in our conduct and always deliver on our commitments in a fair and transparent manner.

N

Nurturing

We encourage and cultivate the development of human resources, ensuring optimal qualifications that precisely match our clients' requirements.

C

Credibility

We continuously build on our skills, attributes, and behaviors to enhance our viability both at individual and organizational levels, and establish a rapport with our clients, and people in the organization.

ERE

Engagement

We recognize and celebrate the potential of ours and others. We act to appreciate, support, and motivate, thus creating a purpose and delivering faster, better, and more efficiently executed outcomes.

Relationships

We create value for co-workers and customers alike, forging lasting relationships based on confidence and trust, and building amity in and out of workplace.

Excellence

Adopting best practices and having the constant will to learn, grow, and evolve, we put in our best efforts in whatever we do, with a firm belief in making things better and creating a positive impact through our actions.

accreditations

Our certifications attest to our strict compliance with national regulatory frameworks and global best practices.

- ISO 9001: 2015 – Manpower Supply and HR consultation services
- Temporary National Labor Services License (Saudi recruitment)
- Global Business Outlook Awards 2020 – Fastest Growing Human Resource Company in Saudi Arabia
- 2023-2024 Great Place to Work – Global Authority on Workplace Culture

solutions

Our comprehensive HR solutions are built upon the foundation of an easy-to-navigate framework characterized by flexible contracting terms, financial support options, and exceptional pre- and post-service customer care.

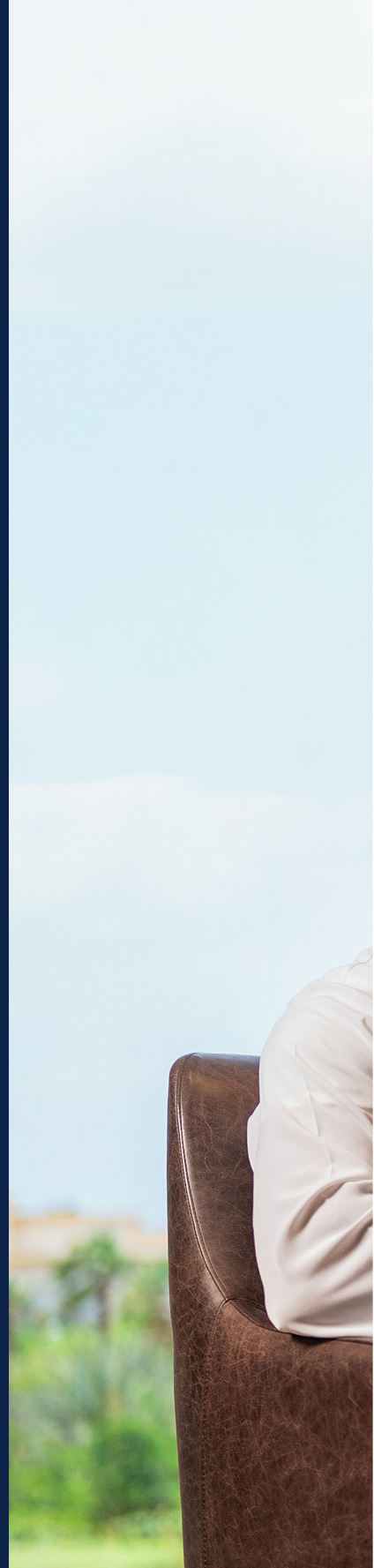
We ensure our clients understand the entire process and all applicable terms and conditions before formalizing an agreement with us.

our commitment

Mueen is on a mission to fill the gaps of our dynamic local labor market, addressing societal needs for human capital and skills. We're not merely recruiting; we're curating teams and solutions designed to facilitate sustainable growth, while complying with ethical and legal standards.

By adeptly aligning talents with opportunities, in accordance with the Saudi Labor Law and global best practices, our workforce solutions are designed to stay ahead of market demands, all within a reasonable pricing framework.

What sets us apart? We are dedicated to providing superior services and consistently improving. We believe this commitment is fundamental to creating added value for our clients.





chairman's message

Mueen is fully committed to excellence in every facet of its operations. Our journey is not solely about meeting the needs of today; it is also about anticipating and exceeding the continuously evolving demands and HR trends in the Saudi market.

In our pursuit of excellence, we have embarked on several strategic initiatives aligned with the Kingdom's Vision 2030. Firstly, we've expanded our digital capabilities to embrace the latest technological advancements in the HR field. This digital transformation is set to enable us to serve

you more efficiently and effectively. Additionally, we are placing a strong emphasis on localization, particularly as it relates to sourcing and developing local talents. This is clearly reflected in our Saudization percentage, as well as our inclusion and female empowerment initiatives.



Our entire philosophy is driven by a profound belief in the potential for excellence and innovation within our Kingdom. As such, we aim to support both local businesses and individuals by sourcing the right assistance and advancing the nation's progress. As we forge ahead in this direction, we are excited about the endless possibilities that await us.

Bandar Albohiry,

Chairman, Mueen Board of Directors



CEO's message

With a large client base and a high percentage of repeat business, Mueen stands out as a trusted HR partner in Saudi Arabia. That success is due in part to our culture of continuous learning and improvement.

We understand the importance of keeping our team at the forefront of industry innovation. To this aim, we have put into effect a comprehensive program of stakeholder evaluations and internal feedback, resulting in an in-depth awareness of new opportunities in the HR sector.

The insights gained have led us to institute semiannual employee training and upskilling, fine-tune our processes, and expand our service offerings, ensuring a seamless customer experience.



Our 360 approach to operational excellence is further supported by a solid corporate governance framework, designed to uphold the best business practices and ensure compliance with both regulatory and ethical guidelines. Going forward, we remain committed to actively listen to our clients' needs, concerns, and aspirations, in order to provide them with an unrivalled staffing experience.

Omar Al Juraifani,
CEO, Mueen



client portfolio

Construction & Operations Maintenance



Retail



FMCG Food & Beverage



client portfolio

IT & Consulting



Entertainment Tourism & Travel



Medical



Trading



Hospitality



Delivery Services



Manufacturing



Furniture



Transportation



international outreach

international outreach

Our talent pool spans several countries



our services

staff placement

Mueen Human Resources Company takes the hard work out of the job search by using their knowledge and resources to connect candidates and employers. We are always on the lookout for qualified employees to fill local upcoming positions. We provide you with flexible staffing solutions, including temporary, permanent, or temp-to-hire arrangements. This flexibility can help you scale your workforce based on changing needs. Our expertise with a wide number of industries ensures a better understanding of the specific skills and requirements needed for success in each sector.

As your comprehensive partner in workforce management, we specialize in filling jobs within specific industries, such as healthcare, IT or engineering, while also managing HR-related liabilities and administrative functions. These include sourcing, payroll, benefits, and more. Our commitment to excellence begins with the assignment of a dedicated Account Manager, ensuring personalized attention to both client needs and employee grievances.

One of the core advantages of partnering with us is the assurance of legal compliance and adept handling of human resource issues on behalf of your employees. We handle compliance issues, reducing legal and regulatory risks associated with operating within the bounds of Saudi employment laws. We take pride in our end-to-end commitment to our clients, ensuring a unified process for both Saudi manpower and foreign workers, from the moment they arrive in Saudi Arabia until their return.

Our dedicated team can handle all aspects of this process, including payroll and government-related procedures. This hassle-free experience for both employers and employees alike allows you to redirect your focus towards running your business with optimal efficiency.





saudi esnad

Mueen Human Resources Company is licensed through the Esnad service, under the Ministry of Human Resource and Social Development, to assist with the hiring of Saudi labor force in a variety of jobs, such as project manager, sales representative, procurement specialist, and more. The service, implemented via the Ajeer system, supports local talent hiring and increases localization, in alignment with the Saudi Vision 2030. It contributes to regulating and raising the efficiency of the labor market by benefiting from the Saudi workforce and, in turn, compliantly optimizing the Saudization rate of local organizations.

discover esnad

With a legacy deeply rooted in Saudi Arabia, Mueen company stands to empower qualified, trained Saudis to take on various roles in the market. Saudis with multiple skills can also contribute to a more diverse economy, empowering businesses that weren't previously common in the country.

Efficiently providing a national workforce across various industries, we connect prospects to you via the Ajeer system, facilitating recruitment, salaries, vacation pay, social insurance, end-of-service benefits, wage protection systems, medical insurance, and any other human resource needs for Saudi employees.

Additionally, our seasonal hiring service ensures quick manpower solutions for urgent needs. We focus on attracting competencies, providing training, and fostering development according to the client's desires and Statement of Work (SOW).







client benefits

01

Enhance Client Nitaqat and Saudization percentages as employees are directly linked to the client file.

02

Ensure timely, quality recruitment procedures, with continuous follow-up across all departments.

03

Improve workforce efficiency and productivity.

04

Optimize costs, due to standardized processes, particularly for high-attrition positions.

05

Provide a prompt alternative if a worker leaves the job.



employee benefits

01

Ensured continuity of end-of-service benefits during job transitions, by being directly under Mueen's payroll.

02

Access to healthcare through partnerships with top insurance companies for both the employee and their family members.

03

Banking facilitated by agreements with Saudi banks, streamlining personal loan procedures for employees.

04

Exclusive discounts at major stores in the Kingdom, offering our employees special discounts on products.

05

Training and development opportunities to motivate, involve, and integrate employees within the work entity.

06

Job continuation and potential service extension opportunities with other clients upon completing the SOW from the working client.

07

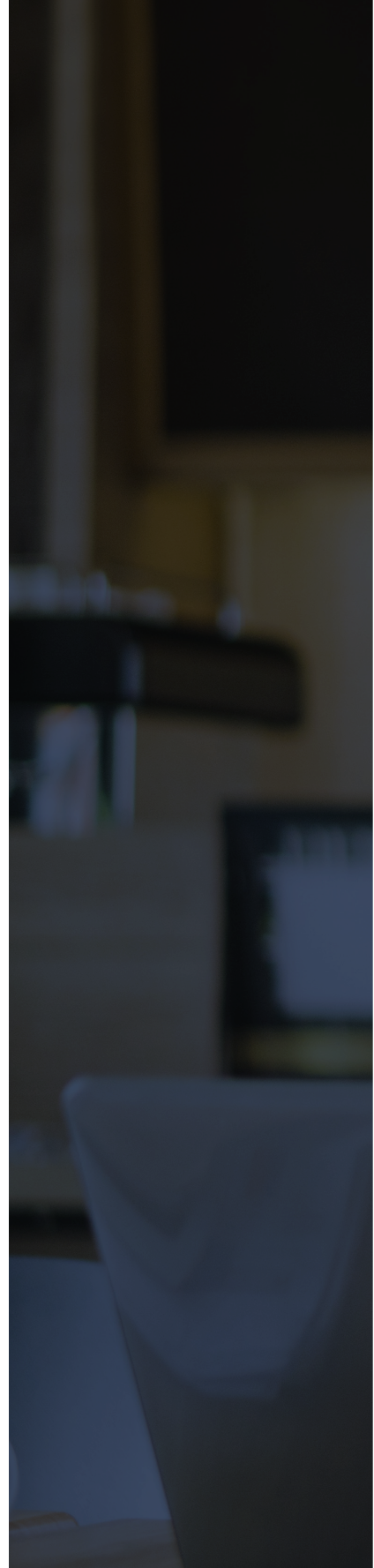
Dedicated Account Manager and back-office team to address and resolve grievances.

At Esnad Mueen, we recognize that human capital is the cornerstone of companies and commercial activities. Therefore, we position ourselves as partners responsible for human resources, relieving our clients of the burden of repetitive inquiries and requests. Our team of experts at Mueen specializes in facilitating human resource operations by delivering customized and exemplary services tailored to each client's unique requirements.

skilled trades

As a highly dependable manpower solutions agency in the region, our expert services provide access to skilled and experienced frontline workers, including waiters, hostesses, customer service specialists, as well as support staff, such as lab technicians, nurses, dental assistants, and more. Our solutions extend to addressing both long-term and short-term manpower requirements.

By leveraging efficient technology and advanced recruitment methodologies, we specialize in delivering top-tier talent to our clients. Taking responsibility for your recruitment tasks, we empower you to concentrate on your core business. With a substantial dedicated workforce spanning the globe and an extensive database comprising professionals from various countries, we tailor our solutions to meet any project requirements.



key features

01

Efficient Recruitment

We employ advanced technology and methodologies to streamline and enhance the effectiveness of our recruitment processes.

02

Diverse Talent Pool

Access to a vast database of skilled professionals from various countries, while ensuring nationality quotas per company are not exceeded.

03

Dedicated Workforce

Our large, dedicated workforce ensures prompt and comprehensive support, addressing your immediate requirements.

04

Customized Solutions

We tailor manpower solutions to address both short-term and long-term needs for a variety of trades and projects.

05

Focus on Core Business

Clients can concentrate on their core business functions while we expertly handle recruitment tasks and manage the workforce.

Our comprehensive solutions are designed to assist you in achieving your goals and overcoming contingent workforce challenges, allowing you to direct your focus towards core business objectives.

professional roles

When it comes to your administrative or management positions, such as executives, lawyers, accountants, and more, we streamline the hiring process, making it more efficient and reducing the time to fill vacancies. This involves optimizing job descriptions, utilizing technology for assessments, and conducting thorough candidate evaluations for the most effective hiring process.

At Mueen HR, we acknowledge the distinctive nature of each business and the importance of personalized approaches to hiring. That is why we offer a comprehensive, role-specific recruitment service tailored to meet the unique needs of both our clients and candidates. Our services are strategically designed to complement your existing team, providing additional capacity or capability to enhance agility, seize new revenue opportunities, or optimize operational costs through a professional contingent workforce.

Through collaborative efforts and attentive listening, we establish clear requirements. Leveraging our extensive global network and market insight, we present a shortlist of pre-screened candidates aligned with your cultural fit. Our distinguishing factors include flexibility, ease of collaboration, and a keen awareness of the importance of timing. As a customer-centric and relationship-driven enterprise, we genuinely aspire to positively influence the futures of individuals. We thrive on delivering a competitive edge to our clients by providing the very best talent to meet your hiring needs.



partnering with **mueen HR entails**



Customized Solutions

Tailored recruitment strategies to meet unique business requirements from across a worldwide network of over 45 international offices.



Responsive Team

Streamlined processes and continuous client engagement ensuring a faster time-to-hire without unnecessary delays.



Cost Optimization

Efficient utilization of professional contingent workers to reduce operational costs.



Quality Assurance

Rigorous pre-screening and technical testing, ensuring high-quality, culturally aligned candidates.



Market Insight

Leveraging industry expertise for informed decision-making.



Flexibility

Adaptability to changing needs and unforeseen circumstances.



Strategic Partnership

A collaborative approach for establishing long-term, mutually beneficial relationships.

Our services are meticulously crafted to minimize costs, expedite the adoption of new technologies, and enhance efficiency for you.

permanent hiring

Mueen facilitates the recruitment of permanent hires on your behalf as a valuable supplement to your internal staffing teams. Recognizing that organizations often face fluctuations in staffing needs, Mueen steps in to provide the specialized expertise and resources you require. This collaborative approach ensures that our clients' internal teams can continue to manage their respective HR duties, while Mueen manages specific aspects of the new talent acquisition process.

Our permanent hiring service ensures that any hiring liability and control remain internal, while new employees are not only recruited but also brought under your payroll for a lasting integration into the organization. This service follows a strategic and meticulous process, working closely with you to understand your staffing requirements, organizational culture, and long-term goals.



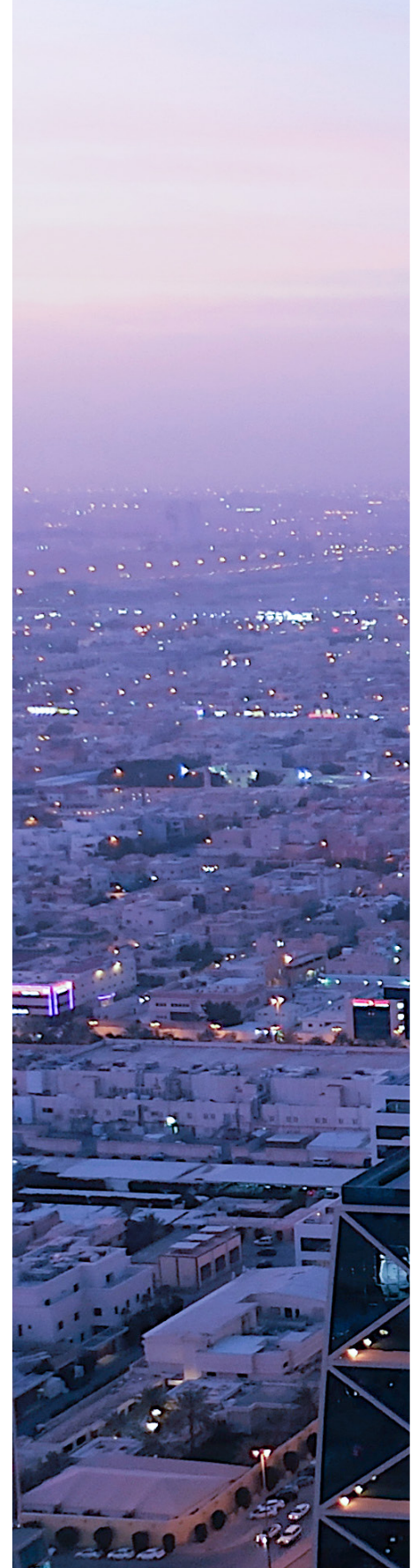
executive roles

The selection process for high-ranking positions can be complex and lengthy. However, the culture of a company is profoundly shaped from the top down, making the recruitment of a new C-Suite member a pivotal and potentially risky undertaking. The complexity of this process doesn't have to be a holdback in your operations. We can assist you in finding the most suitable fit, from a talent pool of both Saudis and expatriates, and consequently increase your speed of hiring.

Effective C-Suite leaders, particularly in highly dynamic sectors such as healthcare, IT, or engineering, must embody agility, courage, and tenacity to navigate complex management challenges and propel the company forward. Beyond the conventional criteria of experience, our executive search services adopt a meticulous approach.

We focus on aligning stakeholders with a shared corporate vision and values, evaluating a leader's vision, aptitude, and compatibility with the organization. Our targeted approach involves in-depth candidate research, exploring technical competencies, tangible achievements, personal drivers, and values. This comprehensive profiling ensures the recruitment of the most qualified professionals, enhancing your business trajectory and facilitating the achievement of corporate ambitions.

Trust in our proven track record to navigate the intricacies of the market, delivering unparalleled solutions.





personnel selection

Our relationship-based approach allows us to execute a search with speed and precision, utilizing a framework that ensures a holistic assessment of key aspects of individual leaders.

The leader's past experience

Delving deeply into their technical knowledge, skills in the industry, educational background, and the scale of operations they have led.

The leader's current remit

Assessing critical competencies required for the new role, including how they will challenge and shape the environment, inspire and influence their team, and drive the business forward.


The leader's future potential

Evaluating agility, resilience, and innovation potential to understand how they would assimilate into the existing infrastructure and cultivate constructive change.


Our Executive Search service secures your succession planning and assists in achieving diversity targets. Mueen HR helps create a future-focused Board setup that navigates challenges, building a strategic asset for your business. With access to an inclusive network of talent, we enhance your company and establish a sustainable retention framework to attract the right leaders.

 **Internal & External Influences**

Addressing growing disruption and responsibilities from macro and micro factors, including shareholder pressure, digital transformation, and ESG mandates.

 **Improving Diversity**

Focusing on creating a dynamic and transparent boardroom that encourages diversity of thought, talent, and teams.

 **Ageing talent pools**

Emphasizing diversity to broaden and enhance boardroom and leadership team perspectives.

We facilitate connections with overseas C-suite level personnel, leveraging our core competency in global mobility and relocation. With a robust understanding of jurisdiction and legislative requirements, Mueen HR ensures compliance throughout the recruitment process. Partnering with us guarantees collaboration with a recruitment expert possessing firsthand experience in maintaining compliance.

headhunting

Opt for our services in headhunting for midrange roles (spanning a salary range of SAR 14,000 to SAR 40,000), allowing you to quickly build up your teams and add new skillsets to your organization. We meticulously match your criteria with top-tier talents, ensuring a seamless integration into your team for long-term success.

Our expert team excels in headhunting, conducting in-depth analyses and engaging in confidential search methodologies. Comprising consultants with expertise in specific sectors, such as healthcare, IT, hospitality, or engineering, we possess a deep understanding of all local markets.

why mueen

01

We nurture long-lasting partnerships, matching candidates to clients based on extensive research and a thorough understanding of your operations. This ensures mutually beneficial placements that yield the highest business outcomes.

02

We design a collaborative hiring strategy meeting the needs of both clients and candidates. Establishing service level agreements with our clients, we set stages to manage the timeline, govern the search process, and secure commitment from both parties.

03

We dedicate exclusive recruitment resources to your hiring drive. Our discipline-specific consultants work solely on your project, guaranteeing a completion date with no distractions.

04

Our search efforts are highly specialized within niche market verticals. Conducting talent pool research and market intelligence, including salary benchmarking and detailed market mapping, enables us to focus on talent hotspots and identify exclusive skillsets.

05

Candidate qualification as an add-on, through a rigorous screening process, based on an accredited suitability matrix where detailed skillsets are matched with competencies and psychometric assessments to ensure both a cultural and practical match.

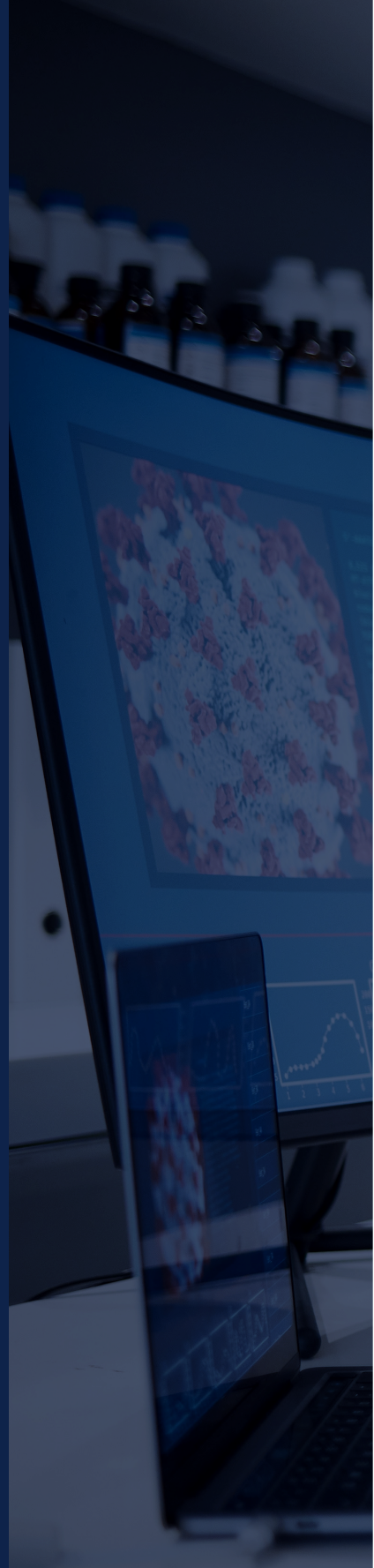
06

We strive for continuous improvement. Maintaining close contact with your hiring managers, we provide real-time updates and receive feedback to tailor our approach accordingly.

temporary staffing

Mueen Human Resources Company offers temporary staffing solutions to businesses requiring additional support for positions lasting less than a year. Our contingent workforce management services, including planned staffing and facilities staffing, play a crucial role in today's dynamic business landscape, providing you with flexibility and strategic advantages. Outsourcing non-core functions to contingent workers allows you to concentrate on other project-related matters. This focus can enhance your overall productivity and innovation.

For businesses with multiple vacancies, we collaborate with you throughout the process, fully understanding your challenges and offering optimal solutions for various industries, including hospitality, IT, engineering, and more. We act as an extension of your business, sharing our expertise and enabling greater control of the hiring process by:



01

Giving you access to the best talent. Our candidate talent pool is both international and highly experienced.

02

Saving your time and money. You don't need to worry about conducting research, interviews, or background checks – we have it covered.

03

Sharing the risk with you. We establish a suitable timeframe to fulfill the role and offer guarantees with financial consequences if we do not deliver.

04

Providing tailored, scalable solutions. We simplify the process, managing recruitment, offering consultancy, producing strategic hiring plans, and progress reports as the hiring drive progresses.

permanent hiring



mueen benefits

01 

flexibility and scalability

Allow you to scale your workforce according to project demands. This flexibility is especially beneficial for companies facing fluctuating workloads or seasonal peaks.

02 

cost efficiency

Instead of maintaining a fixed, full-time staff, you can hire skilled professionals on a project-by-project basis, optimizing resource allocation.

03 

specialized skills

In industries with rapidly evolving technologies and trends, accessing specialized skills for short-term projects is essential. With us, you can tap into a diverse pool of talent with specific expertise.

04 

project-based initiatives

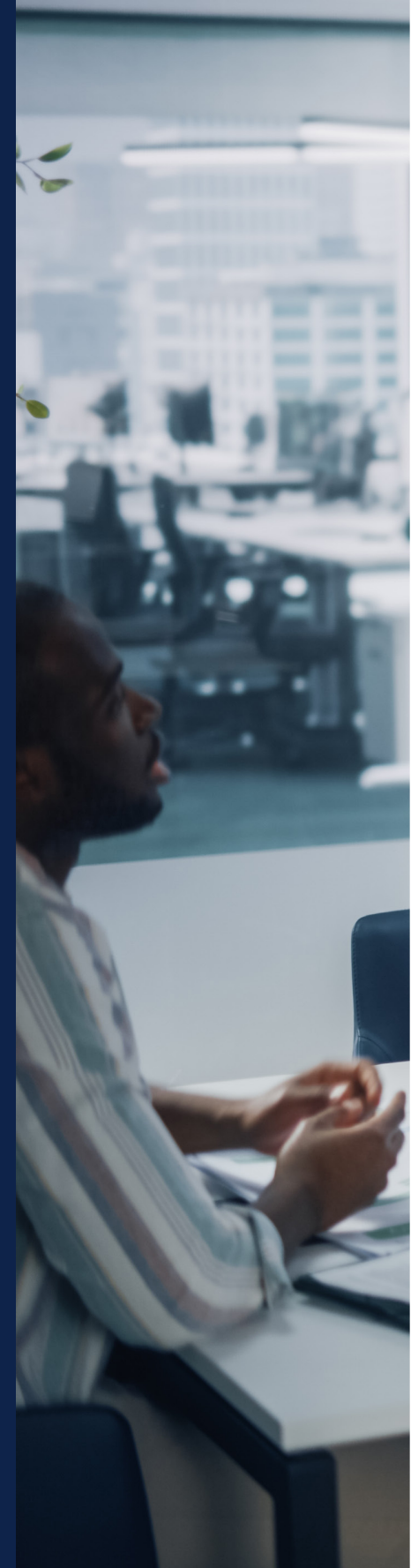
For companies engaged in short-term projects or initiatives, we can assemble a team with the right skills for the duration of the project, avoiding unnecessary long-term commitments.



managed workforce **solutions**

Mueen provides a range of strategies and services aimed at managing and optimizing the human resources within your organization. These solutions are designed to address various aspects of workforce management, ensuring that your staffing needs align with your business goals.

This ecosystem of solutions constitutes a wide array of services related to recruitment, primarily focused on complementary HR aspects involved in overseeing and nurturing a workforce. Our Managed Workforce Solutions assist in creating functional workplaces, enhancing both your experience and that of your workforce.





payrolling

With expert knowledge and understanding of what is required by companies in the demanding field of payroll, our teams are easily accessible to ensure payroll and tax compliance requirements in Saudi Arabia. We provide upfront salaries to your workforce, enabling relief from this time-consuming task.

- Monthly, bi-monthly, and weekly payroll processing for over 79,190,000 contract employees.
- Online timesheet and expense management.
- Monthly management and information reporting.
- Streamline payroll process, ensuring accurate and timely payments to all employees, in riyals (Saudi currency).

 **why mueen**

comprehensive service

Our end-to-end payroll service aligns with your employee management strategy. Our team not only processes payroll for thousands of employees but also handles tax calculations, visa applications, and manages travel arrangements for our employees. Mueen's multi-talented team plays a crucial role in enhancing your overall company performance in a highly competitive and fast-paced market. We aim to make the process user-friendly for all your personnel, providing them with a designated point of contact in case of any issues.

satisfying localization requirements

Our team can manage payments for your employees present in Saudi Arabia. Leveraging our resources and networks, we handle payroll for your contracted workforce while remaining committed to compliance requirements.

hassle-free transitions

We can easily transition employees to our payroll. Whether you aim to streamline vendors or need to undertake a workforce audit for consistency in employee management, we have the expertise to facilitate a smooth transition.

cutting-edge technology

We utilize the best payroll technologies in the market and invest in our financial systems. Our significant investments in integrated, best-in-class technology and skilled personnel ensure a robust, controlled environment, sparing our clients the need for such direct investments. Mueen not only provides top-tier technology but also prioritizes cybersecurity and data privacy. This guarantees compliant processes, ease of communication, and comprehensive reporting, ensuring our clients never miss a payment.

managed services provision (MSP)

When you sign up with Mueen Human Resources, we provide a dedicated placement representative that will sit down with you to assess your needs and create custom solutions for your company. You can transfer all your HR operational requirements to us; we will take over this process, leaving you time to focus on more pressing concerns.

Mueen brings its extensive experience to the table, specializing in providing highly effective workforce solutions and mobilization programs. Our technology is designed to keep you ahead of competitors, continuously updating to deliver the best experience in the staffing industry. Our technology facilitates best business practices to become more efficient, practical, and ultimately successful.







our workforce solutions

01

flexibility and agility

We quickly and proactively adapt to meet evolving business demands.

02

optimized supply chain

Maintaining an appropriately sized supply chain to deliver the necessary talent.

03

technology utilization

Employing technology for enhanced efficiency, compliance, and talent engagement.

04

regulatory compliance

Utilizing subject-matter experts for local laws and regulations.



key benefits

01 

visibility of local content and hires

Control and analytics across the entire contract workforce.

02 

flexibility to scale up

Enabling your organization to respond effectively to changing requirements.

05 

compliant mobilization solutions

Delivering cost savings and reducing risk.

06 

rapid timesheet approvals

Efficient processes reduce administrative burdens and minimize the risk of errors.

03

supplier management

Eliminating hidden charges and non-standardized terms, ensuring guaranteed cost savings.

04

quicker time to hire

Providing a consistent and efficient digitized end-to-end process.

07

cost savings

Achieving cost savings without compromising on talent quality.

08

wide expertise

Leveraging our extensive HR experience to provide optimal solutions.

recruitment process outsourcing (RPO)

You can now optimize your workforce and human resource management by entrusting us with your complete recruitment process. This strategic outsourcing not only streamlines operations but also results in significant savings of valuable resources.

By subscribing to this service, you will receive assistance for an unlimited number of positions. From creating the job descriptions to onboarding your staff, we will be there for you every step of the way.

Our Recruitment Process Outsourcing (RPO) solutions empower clients to outsource part or their entire direct hiring, while remaining confident in our broad experience to manage high-volume demand and global capabilities to source precisely the right individuals for your talent needs.

Let us take the burden off your shoulders, allowing you to focus on your core competencies.







key features

streamlined recruitment process

Overcoming disjointed practices across organizational functions; analyzing the recruitment process workflow to identify overlaps, excessive costs, and inefficiencies, creating a tailored model that works for you.

scalability and flexibility

An unpredictable economic climate means that workforces need to be flexible; our versatile local teams enable us to efficiently adjust your resource levels appropriately, reducing the cost for the client during periods of reduced hiring.

access to a global talent pool

With a long history of operation, our well-established candidate networks provide access to top global talent. Our proven screening processes guarantee ideal matches between the role, individual, and organizational culture.

sophisticated reporting

Our transparent processes are delivered by technology that offers comprehensive and segmented reporting on recruitment activity.



why mueen

increased productivity

Delivering a faster time to hire, freeing up time spent on administrative tasks, such as sourcing resumes, screening candidates, conducting interviews, and handling negotiations, allowing you to concentrate on the business at hand.

prompt support and tracking

Our team maintains a continuous commitment to responsiveness, ensuring that you are never left waiting. Through our Applicant Tracking System (ATS), clients can monitor the status of their labor requisitions at their convenience.

employer of record (EOR)

Expand your horizons with our support in facilitating international companies' access to the Saudi market. Whether it's a franchise transition or market testing, we pave the way for a problem-free entry, leveraging our in-depth understanding of both local and international dynamics. By choosing Mueen as your Employer of Record, you can easily and conveniently expand your global presence.

Some of the most common hiring challenges we address include:

Localization Requirements

Setting up a local entity can be resource-intensive, requiring skilled legal and accounting support. With access to the requisite expertise, we oversee this process, mitigating any risks associated with ensuring adherence to local immigration laws on your behalf.

We can hire employees on your behalf. With Mueen HR managing your talent, we can handle your legal and employment concerns, ease your payroll burden, manage tax queries, and ensure immigration labor law compliance. With Mueen, your expansion plans are in safe hands.

Payroll Compliance

Compliance with statutory deductions from pay and local currency set up is an important aspect to consider when paying in a new country.

mueen benefits

01 flexibility

Enter the Saudi market for a short period and use our EOR services for enhanced convenience and ensured compliance.

02 cost efficiency

Using an EOR partner means you can expand your business without significant overhead costs.

03 ease

We will assume responsibility for employment issues around payroll and compliance, giving you peace of mind and time to focus on expanding your business.

our process

With Mueen, you have the flexibility to source, interview, and select your own candidates or authorize our overseas recruitment experts to do so in your place. Your outsourced employees operate entirely under your management and strictly adhere to your company's policies and procedures.

All legal liabilities and responsibilities, including sponsorship, salaries, end-of-service benefits, vacation, Iqama (residence card), health and social insurance, Ministry of Labor work permit fees, and return trip tickets, are borne by Mueen. We also guarantee the personnel's competence, timely support for grievances, payroll management efficiency, and adherence to all legalities and statutory benefits.

The estimated waiting period for the arrival of selected workers varies depending on the job type and the nationality of the employee. Typically, sourcing for manual labor positions is quicker compared to more complex roles such as medical and engineering positions, which entail additional requirements. Such professional job categories often involve steps like attesting employment contracts with the Chamber of Commerce or obtaining degree attestations from the Saudi Embassy.

Even within these categories, there are further time variations; while engineering candidates typically complete their visa processes in approximately 30 days, medical candidates may experience wait times of up to six months.

The process also differs as per the different countries we source from. For instance, sourcing from the Philippines necessitates passing standard Prometric skill evaluation exams, providing biometric records, and undergoing employment background screening. In contrast, candidates from countries like India and Pakistan may bypass these steps. Skill evaluations may encompass core or technical competencies, varying according to the nature of the job.

Regardless of the origin country, all processes include a medical examination, issuance of flight tickets, and an onboarding program upon arrival. Should there be any skill gaps, we can arrange for training programs to address them. Once visas are approved, employees can commence work immediately upon arrival in Saudi Arabia, given they already possess a work visa, without the need for an original residence card (iqama).

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