

IMRA



Recruitment & Crew Management Solutions
for All of Your Oil and Gas Needs





ABOUT US

IMRA Group founded in 1994, is a preeminent organization securing Recruitment & Crew Management Solutions for the Oil, Gas, Refining and Petrochemical industries. We offer full support packages and we approach each business relationship with transparency and flexibility. Our ability to manage the entire logistical support structure (including pre-mobilization, mobilization and payroll requirements) creates the premises that allow us to develop solutions and be equally versatile in upstream and downstream as well as in onshore and offshore global projects

PHILOSOPHY

IMRA Group has a clear understanding of the recruitment procedures required to meet our clients' goals. Our trademark has been our qualified personnel and experienced individuals who meet the broad spectrum of complex services required by the industry. We model our company philosophy through our motto - *"Quality means a lot for us, too!"* We rely on our staff's years of experience in the Oil & Gas and Staffing industries to build a network of qualified personnel who represent a broad range of talent.

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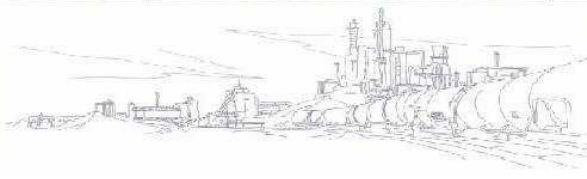
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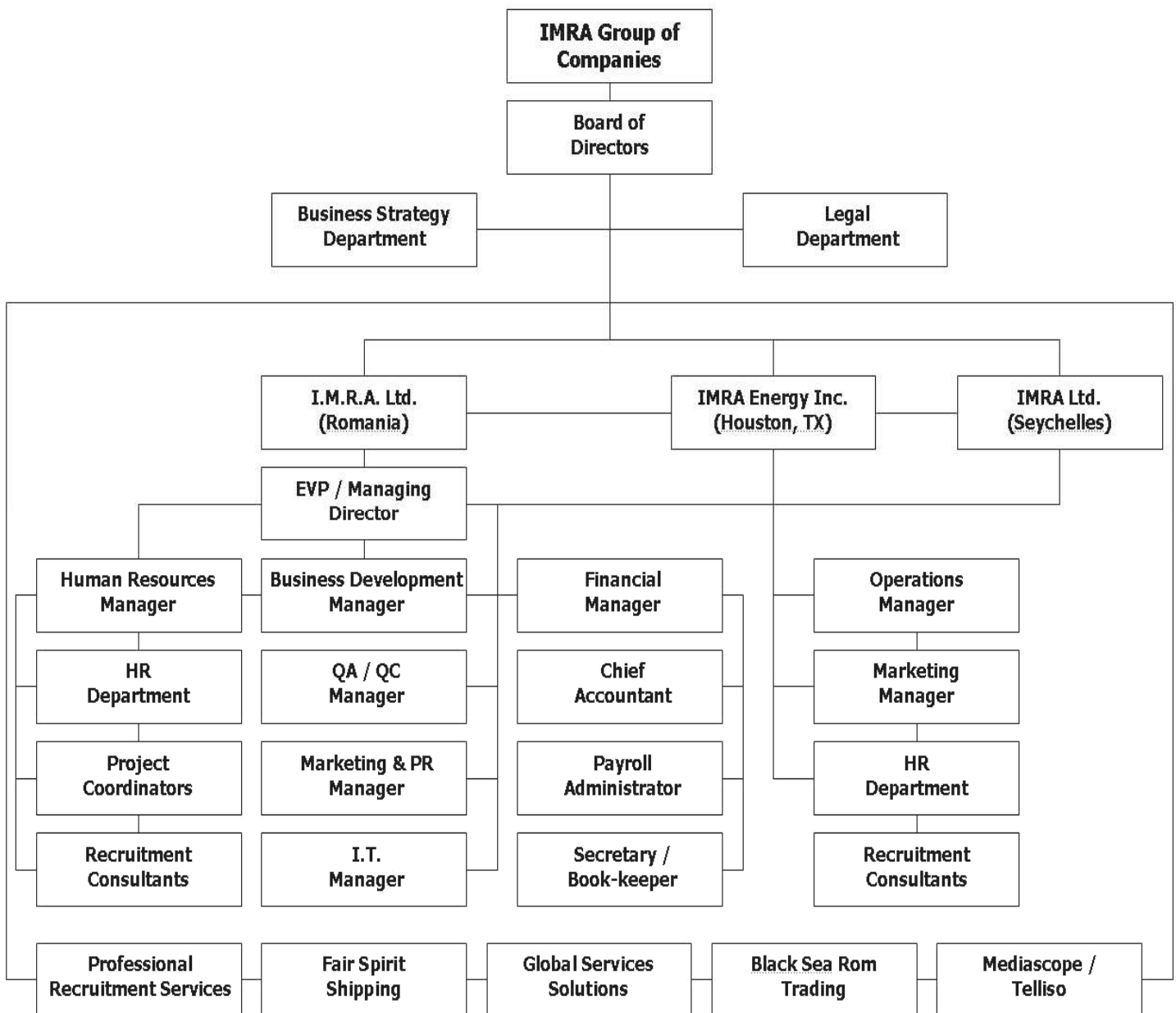
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ORGANIZATION CHART





CLIENT SERVICES

CREW MANAGEMENT / STAFFING SERVICES

IMRA Group developed and perfected a client tailored full-project support package of Crew Management Solutions, that can be adapted and customized according to your requirements and adhere to your company's guidelines and policies. From recruitment to entire logistical support and payroll compliance, we take charge of your crewing operations delivering single source accountability and reducing administrative burdens to help keep your project on time and on budget.

A. Hiring Process

- | | |
|-----------------------|-------------------------|
| 1. Documents Check-up | 3. Employment Procedure |
| 2. Pre-medical Exam | 4. Visas Obtaining |

B. Travel & Logistic Coordination

- | | |
|----------------------------------|---------------------------------|
| 1. Airfares Procurement & Travel | 4. Crew Change Coordination |
| 2. Admin & Logistic Coordination | 5. Ground Travel Transportation |
| 3. Custom Clearance Services | 6. On demand Vaccination |

C. Payrolling

- | | |
|---|---|
| 1. Bank Account Set-up | 3. Salaries Payment (Client Instructions) |
| 2. Payrolling Coordination (Client Support) | 4. Pay Slips & Payment Orders Issuance |

D. Training

- | | |
|---|--|
| 1. Training Courses (Alliance Partners) | 3. Safe Gulf training & Card Obtaining |
| 2. TWIC card – obtaining guidance | |

E. Catering

1. Offering catering solutions through our alliance companies

RECRUITMENT SERVICES

IMRA Group can introduce you to an elite group of professionals. Our staff carefully selects the candidates based on their qualifications as they relate to your specified needs. Our recruitment process includes the following services:

- | | |
|--|--|
| o Client / Project Pre-qualification | o CVs Pre-Screening (registered & database CV's) |
| o Advertising (as per client JD's) | o Short-Listing of suitable candidates |
| o Registration of CV's | o Documents / Credentials Check-up |
| o Interviewing (with / without client representative): | |
| ➤ Interview set-up (conference room, etc) | |
| ➤ Interview sustaining: | |
| o Face-to-face | |
| o Phone conducted | |
| o Video conducted | |
| ➤ Interview resuming | |



COVERED AREAS

In the competitive Oil & Gas industry one of the greatest challenges businesses face is acquiring talent more efficiently than the competition, in order to hire the best personnel, reduce costs, and increase productivity and profitability.

IMRA Group can help your company gain an advantage over your competitors by helping you secure skilled and experienced engineers, technicians, foremen, and craftsmen in the following areas of operations:

- Engineering & Design
- Construction
- Pre-Commissioning
- Commissioning
- Start-Up
- Operations & Maintenance
- Exploration & Production
- Drilling & Well Completion
- Marine / Shipyards
- Project Management

....for all your **Onshore** or **Offshore** projects.

We register all candidates under a pre-set, user-friendly structured profile designed to increase screening efficiency. Understanding that qualified personnel are in short supply, we have access to extended recruiting networks. Additionally, we have developed long-standing relationships based on mutual loyalty with hundreds of specialists throughout the Oil & Gas arena.

IMRA Group offers its clients the option to either employ the selected candidates directly or to subcontract their services. We strive to provide quality services, and continuously improve our screening and selection criteria. Our ultimate goal is to match the qualities sought out by our client with our candidates' career goals and ambitions.



COVERED POSITIONS

OFFSHORE POSITIONS

We staff the crew based on your requirements and customize our talent search based on your specifications.

At IMRA Group, we understand that not all projects are the same. Adapted to all offshore conditions - normal or harsh environments, shallow or ultra-deep water - our staffing solutions cover a variety of projects: SEMI-SUBMERSIBLES, DRILLSHIPS, JACK-UPS, PLATFORMS, TLPs, SPARs, FPSOs, FSOs, and AHTS / supply boats. Acknowledging that behind great projects stand great people, we are committed to providing only the most experienced professionals.

The offshore positions we usually staff are:

Rig Manager
Drilling Superintendent
OIM / Captain
Barge Engineer
Toolpusher
Tourpusher
Driller
Assistant Driller
Derrickman
Pumpman
Floorman
Mud-watcher
Roustabout
Bosun (Boatswain)
AB Seaman
Subsea Engineer
Senior DP Operator
DP Operator
Ballast Control Operator
Rig Safety Training Coordinator
Materials Coordinator
Radio Operator

Chief Mate
2nd Mate
3rd Mate
1st Engineer
2nd Engineer
3rd Engineer
Production Operator
Control Room (DCS) Operator
Crane Operator
Medic
Diver
Deck Foreman
Anchor Layer
Boiler Maker
Rig Electrician
Electronics Technician
Hydraulic Mechanic
Rig Mechanic
Motorman
Painter
Pipe Filter
Welder



COVERED POSITIONS

ONSHORE POSITIONS

IMRA Group has successfully delivered onshore and offshore solutions for both upstream and downstream projects across the Globe. From **Exploration & Production** to **Refining & Distribution**, our 14-year exclusive focus on the Oil & Gas industry has helped us to achieve versatility and expertise in any phase of your small, mid-size or large land-based project.

The onshore positions we usually staff are:

Mechanical

- Sr. Mechanical Engineer
- Mechanical Engineer
- Mechanical Technician
- Mechanic

Production

- Sr. Production Engineer
- Production Engineer
- Production Technician
- Production Operator

Electrical

- Sr. Electrical Engineer
- Electrical Engineer
- Electrical Technician
- Electrician

Processing

- Sr. Process Engineer
- Process Engineer
- Process Technician
- Process Operator

Instrumentation

- Sr. Instrument Engineer
- Instrument Engineer
- Instrument Technician
- Electronics Technician

Drilling

- Sr. Drilling Engineer
- Drilling Engineer
- Toolpusher
- Driller / Asst. Driller

Construction

- Construction Manager
- Construction Superintendent
- Structural Engineer
- Piping Engineer

HSE & Project Control

- HSE Engineer
- Cost Control Engineer
- Planning Engineer
- Planner / Scheduler



CLIENT LIST

The success of our clients is the core of our growth. IMRA Group has provided Crew Management, Recruitment & Staffing services to the Oil & Gas, Refining, and Petrochemical industries through offshore and onshore client projects for 14 years. Our international background, flexibility and thorough understanding of our clients' various needs have been the key features of our business success. Below is a partial list of just some of our more recent and well-known clients.

ONSHORE PROJECTS

ConocoPhillips - United States
 Chevron - United States
 Baker Energy - United Kingdom
 Brunel Energy - The Netherlands
 Burlington Resources - United States
 Marathon Oil - United States
 ENI Gas / Agip- Libya
 Comerint S.A. - Italy
 Shell Nigeria - The Netherlands
 Technip - United Arab Emirates
 TRS Staffing Solutions (Fluor) - United Kingdom
 Jacobs Engineering - United States
 Dietsmann SAM - Monaco
 LCM Oilfield Services – Libya
 EcoDrill - United Kingdom
 Mott MacDonald - United Kingdom
 Orion Group - United Kingdom
 Overseas Technical Services - United Kingdom
 Seattle International Services - U.A.E.
 MPH - United Arab Emirates
 Bolashak – Kazakhstan

OFFSHORE PROJECTS

Chevron - United States
 Global SantaFe (Transocean) - United States
 Larsen Oil and Gas - Norway
 Modec International - United States
 Shell Nigeria - The Netherlands
 Michael Baker Corporation - United States
 Tide Water - United States
 Expro Group - United Kingdom
 Dietsmann SAM – Monaco
 Fratelli Cosulich – Italy

Contact information can be provided upon request.



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