



SVLM MANPOWER SUPPLY

Permanent recruitment
Temporary contract staffing

Expatriate Recruitment & Interpreter Services

Payroll & IT Device Supply / Procurement





About SVLM Manpower Supply

SVLM Manpower Supply is a service provided by Siamvilai Development.Co.Ltd.

Permanent recruitment

For roles that support your long-term organization and workforce plans.

Temporary Contract (Outsource)

For project periods, defined assignments and additional workforce requirements.

Additional support: Expat Recruitment, Interpreter Services, Payroll and IT Device Supply / Procurement.



Why SVLM

4

years of industry experience

Candidate selection led by professionals with industry experience, with attention to the practical demands of each role.

Background checks

Interviews & capability screening

Industry experience informs practical candidate assessment and role matching.



Our service portfolio

- | | | |
|-----------|---|--|
| 01 | Permanent Recruitment | Candidates for long-term employment needs. |
| 02 | Temporary Contract (Outsource) | Staffing for agreed assignment periods. |
| 03 | Expat Recruitment | International candidates for industry roles. |
| 04 | Interpreter Services | Language support for the business setting. |
| 05 | Payroll Services | Processing payroll from approved inputs. |
| 06 | IT Device Supply & Procurement | Devices and requested purchasing items. |

Permanent Recruitment

Candidates selected for long-term roles and the responsibilities that come with them.

A clear role profile

Agree the responsibilities, experience, qualifications and working conditions.

A considered shortlist

Interview and screen candidates against the role before client presentation.

Permanent Contract fee: 20% per position. The calculation basis is confirmed in the quotation.



Permanent recruitment scope

Role definition

Agree essential and preferred skills, seniority, reporting line, salary range and employment conditions.

Client interview coordination

Agree interview stages, decision makers and feedback routes so candidates and client teams understand the next step.

Shortlist preparation

Review relevant employment history, interview findings and availability against the agreed selection criteria.

Offer and joining coordination

Confirm the selected candidate, proposed terms, notice period and target joining date with the client.

Scope, responsibilities, deliverables and timelines are confirmed in the service agreement.

Temporary Contract (Outsource)

Staffing for a defined period, project scope or additional workforce requirement.

Assignment planning

Confirm headcount, location, working hours and the expected contract period.

Agreed responsibilities

Set the reporting line, scope of work and service responsibilities in the contract.

Rates vary by position, contract duration and other agreed conditions.

Temporary assignment planning

Assignment setup

Confirm headcount, work location, duties, working hours, shifts and the required contract period.

Working responsibilities

Agree employer, payroll and supervision responsibilities, site requirements and any equipment needed for the role.

Attendance and reporting

Define attendance inputs, overtime approvals and the client contact responsible for confirming work records.

Extension or completion

Review end dates, changes in headcount, extension requests and handover requirements against the agreed contract.

Scope, responsibilities, deliverables and timelines are confirmed in the service agreement.

Expatriate Recruitment

SVLM can source expatriate candidates for industry-specific roles and assignments.

The right expertise

Define technical experience, seniority and the working language required.



Employment eligibility and any visa, work-permit or relocation responsibilities must be agreed separately.

Expatriate candidate profiles

Technical specialists

Examples: Senior Process Engineer, Automation Specialist, Commissioning Engineer and Technical Adviser.

Candidate requirements

Define sector experience, technical depth, working language, location, assignment length and expected start date.

Project and business leadership

Examples: Project Manager, Engineering Manager, Operations Manager and Business Development Manager.

Assignment readiness

Confirm availability, notice period and employment eligibility. Agree relocation and immigration responsibilities separately.

Example profiles are assessed for each request. Visa and work-permit services are included only if expressly agreed.

Interpreter Services



Interpreters selected for the language pair, business setting and terminology required.

Assignment brief

Meetings, site coordination or technical discussions.
Confirm language pair, format, location and duration.

Language availability and suitability are confirmed for each request.

Interpreter assignment options

Requested language pairs

Requests may include English–Thai, Japanese–Thai, Chinese–Thai or other language pairs, subject to availability.

Business and technical settings

Briefs may cover meetings, production coordination, training discussions, site visits or project communication.

Example interpreter positions

Business Interpreter, Technical Interpreter, Factory Interpreter and Project Interpreter.

Selection and scheduling

Confirm terminology, proficiency expectations, interpretation format, dates, hours and work location before selection.

Language pairs, specialist vocabulary, availability and any written translation requirements are confirmed per assignment.



Industries we serve

Petroleum

IT

Engineering

Automotive

Other Industries

Permanent, temporary, expatriate and interpreter requirements are assessed according to each assignment.

Petroleum



Petroleum & related operations

Process and mechanical engineering
Instrumentation and maintenance roles
Project and technical support

Selection focus

Technical background, operating environment
and role-specific requirements.

Petroleum position examples

Engineering positions

Petroleum Engineer
Process Engineer
Production Engineer
Mechanical Engineer
Electrical Engineer
Instrumentation Engineer
Rotating Equipment Engineer

Technical & project positions

Maintenance Planner
Inspection Engineer
Piping Engineer
HSE Officer
QA / QC Engineer
Project Coordinator
Technical Document Controller

Examples of recruitment briefs. Experience, seniority, certification needs and candidate availability are confirmed per role.

IT



IT & technology teams

Software development and testing
Infrastructure and IT support
Systems and project coordination

Selection focus

Technical skills, project scope, platforms
and business communication needs.



IT position examples

Software & digital positions

Software Engineer
Front-end Developer
Back-end Developer
Full-stack Developer
Mobile Application Developer
QA / Software Tester
DevOps Engineer

Infrastructure & data positions

Cloud Engineer
System Administrator
Network Engineer
Cybersecurity Analyst
IT Support Specialist
Data Analyst
IT Project Manager

Examples of recruitment briefs. Experience, seniority, certification needs and candidate availability are confirmed per role.

Engineering



Engineering functions

Mechanical and electrical engineering
Project and production engineering
Technical and maintenance support

Selection focus

Discipline, relevant equipment experience
and the responsibilities of the assignment.

Engineering position examples

Engineering disciplines

Mechanical Engineer
Electrical Engineer
Civil Engineer
Instrumentation Engineer
Control Systems Engineer
Automation Engineer
Design Engineer

Plant & technical positions

Project Engineer
Maintenance Engineer
Production Engineer
Process Engineer
Quality Engineer
Service Engineer
CAD Technician

Examples of recruitment briefs. Experience, seniority, certification needs and candidate availability are confirmed per role.

Automotive



Automotive & production teams

Production and process engineering
Quality engineering and inspection
Technical and project coordination

Selection focus

Manufacturing experience, process familiarity
and quality requirements.

Automotive position examples

Manufacturing positions

Production Engineer
Process Engineer
Manufacturing Engineer
Quality Engineer
Supplier Quality Engineer
Tooling Engineer
Maintenance Engineer

Operations & support positions

Production Supervisor
Quality Inspector
Automotive Technician
Production Planner
Supply Chain Coordinator
Purchasing Officer
Project Coordinator

Examples of recruitment briefs. Experience, seniority, certification needs and candidate availability are confirmed per role.

Payroll Services

Payroll setup

Agree employee master data, pay components, monthly cut-off, approval contacts and the payroll calendar.

Review and output

Provide draft payroll for client approval, followed by payslips and the agreed payroll reports or payment output.

Monthly processing

Process agreed earnings and deductions using approved attendance, overtime, leave and other payroll inputs.

Responsibilities and controls

Confirm data access, correction deadlines, funding and payment responsibilities. Statutory work is defined in the scope.

Payroll fees depend on headcount, processing frequency, input complexity and the agreed service deliverables.

IT Device Supply & Procurement

IT devices and accessories

Requested items may include laptops, desktops, monitors, peripherals, network devices and related IT equipment.

Quotation and supply

Confirm item specifications, commercial offer, purchasing authorization, lead times and delivery requirements.

Availability, prices, payment terms, delivery and any installation or support services are confirmed in the quotation.

Other purchasing requirements

Source items against the client's approved specifications, quantities, budget and preferred brands or vendors.

Delivery and support terms

Define acceptance checks, documentation and any setup requirements. Warranty and support follow the quoted supplier terms.

Other Industries

Role requirements guide the search across other business sectors.

Business functions

Examples include sales, customer service, administration and project support.

Assignment assessment

Industry context, required skills, work location and the engagement model guide the proposal.

Specialist, expatriate and interpreter requests are reviewed case by case.

Our recruitment process

- 01** Confirm the job brief
- 02** Source suitable candidates
- 03** Interview and screen
- 04** Present and coordinate interviews
- 05** Agree joining details



Candidate qualification

Interview before presentation

Review relevant experience, motivation and understanding of the role.

Capability screening

Assess skills against the agreed position and the practical work requirements.

Background checks

Check candidate background within the agreed scope for the position.

Assignment-specific criteria

For expats and interpreters, include language and industry requirements.

Checks and assessment methods are agreed according to the role and documented service scope.



Our replacement commitment

1

replacement

within 1 month after the start date

Available for both Temporary Contract
and Permanent Contract placements.

Replacement terms and eligibility are defined in the quotation and service agreement.

Benefits for your organization



Less initial screening work

Support with sourcing, interviews and capability screening before presentation.

A service model suited to the need

Staffing, language, payroll and supply requirements discussed around your workforce and operational plans.



Service rates

Permanent Contract

20%

Per Position

The fee calculation basis is confirmed in the quotation.

Applicable taxes, expenses, payment terms and replacement conditions are specified in the quotation.

Temporary Contract

Quoted per position

Based on the position, contract duration and other agreed assignment conditions.

Expat, interpreter, payroll and procurement services are quoted by scope and requirements.



CONTACT SVLM

Your next hire starts with a brief

02-4306578

sales@svlm.co.th

www.svlm.co.th

Tell us what you need

Industry, positions and headcount
Skills and language requirements
Location, start date and contract period
Payroll headcount and processing needs
Device or purchasing specifications

SVLM Manpower Supply is a service provided by Siamvilai Development.Co.Ltd.