

Local Personnel Support

Tryphene Trading & Consulting Sarl.

Temmuz 2023

TTC Intro

Tryphene Trading & Consulting Sarl - TTC - was founded in March 2023 in Cote d'Ivoire Abidjan.

The founder Haluk Ilhan, after spending the last 2 years of his 40 years of professional life as the General Manager of a Turkish Company in Abidjan, left his position in mid-February and founded TTC.

In his 42 years of professional life, he has worked in international companies in the Electrical, Electronics, Telecommunications, Healthcare and Petroleum Products and Stations sectors.

Today, TTC continues to market the products of more than 20 companies in Cote d'Ivoire and West African Countries.

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Today, Africa is seen by all countries of the world as a continent where EXPORT and INVESTMENT should be made.

However, in order to sell goods to a country or to invest there, a very good market research is required.

Knowing the economic, legal, financial conditions of that country well, knowing the market well, working patterns, ways of doing business, ways of approaching business, banking legislation, import legislation, customs legislation requires a good knowledge of many issues such as.

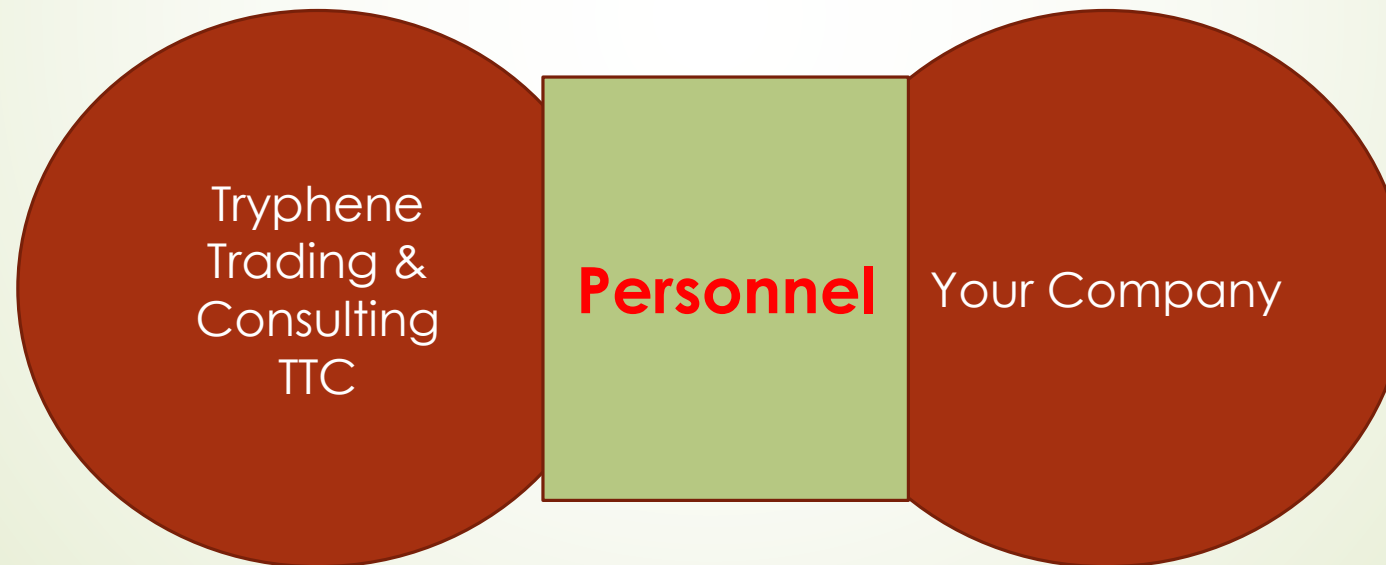
Therefore, in that country, you either need to contact distributors who know these things very well or you need companies that will do these things for you here.

Experience has shown that short-term country visits or 2- or 3-day fairs and summit events are not very helpful in this regard.

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The support of people and / or organizations that know the conditions of that country and give confidence to the customer always gives much more accurate information.

The Local Personnel Support, which we recommend, is a system that will benefit you in many ways.



Local Personnel Support - Personnel

TTC will allocate a staff member for you. The qualifications and experience of this staff member will be given by you and the staff member who meets these conditions will be selected and will start working at the TTC after your approval.

The main language here is French. However, English should naturally be a prerequisite for the selection of Personnel, but there are also Personnel who can speak French, Turkish and English, especially in Cote d'Ivoire. This preference will be entirely up to you.

Again, sector experience will be completely as you wish. It is possible to find personnel who are new graduates, experienced in the sector and even managers.

We will find staff in line with your requests and after your approval, the staff will start working at TTC.

Local Personnel Support - Needs

After the selection of the personnel, the office space, desk, laptop, mobile phone, SIM card, internet, stationery expenses will be provided by TTC.

The training of the staff will be possible through catalogs sent by your company, through the website or online, through trainers sent by you if you wish, or if you wish to train the staff in Turkey.

All facilities of TTC will be used for the trainings here.

Travel to and from the office is included in the salary. However, customer visits or travel to neighboring countries when necessary are not included in the salary. These expenses will be considered extra and will be subject to your approval.

Lunch is considered by the staff as part of their salary.

Working hours are 40 hours per week. Saturday and Sunday work is not available unless otherwise required.

Local Personnel Support - Benefits

Local staff will have many advantages.

The staff will not only act in line with your planning, but will also make customer visits with our guidance.

They will follow the sectoral activities both in Cote d'Ivoire and in West African countries and will work to find new customers.

In addition to this, he/she will also scan both the public and private sectors for information about the product and the sector and share this information with you.

The presence of your staff here will not only save time for you as it is within the body of TTC, but it will also be a reassuring situation for the customers.

In addition, due to ECOWAS, there is no need for a visa for staff to visit neighboring countries.

Local Personnel Support- Process

The process will work as follows.

- 1- First of all, your company will sign an agreement with TTC for a minimum of 3 months.**
- 2- During these 3 months, the staff will work administratively on the TTC side and completely dependent on you in terms of work. His/her guidance will be done by your company.**
- 3- Whatever report is expected from the staff, the preparation of that report will be supervised by TTC and your satisfaction will be ensured.**
- 4- Training will be provided by your company, that training will be understood by us and it will be observed that the staff acts in line with those targets.**
- 5- Responsibilities will be clearly defined and mutually discussed at the end of each month.**

Local Personnel Support - Management

TTC will be responsible for the administrative management of the staff.

However, the permits to be taken, field visits and customer visits must be supervised by your company.

After customer visits, a visit report will be requested from the staff. This report will be submitted to both TTC management and your company's management.

In addition, the staff will be asked to prepare a business plan for the following week every Friday and it will be observed that they will act according to that plan.

Staff will be able to invite clients to the office when necessary. However, if he/she needs to meet his/her client outside and take him/her to dinner, he/she will have to get permission from you to do so and the expenses will be provided as extra.

Again, if the staff member needs to travel outside Abidjan, his/her permission and expenses will be approved and covered by you.

Local Personnel Support - Pricing

Pricing will be done in three ways.

1- A normal staff - University graduate, 2 to 3 years of experience, French - English, knowledge of the sector.

2- A normal staff - When a staff member is selected who graduated from a university in Turkey, speaks Turkish, 2 to 3 years of experience, extra knowledge of English.

3- Higher level - University graduate, more than 5 years of experience, managerial experience, extra language (Turkish, German, etc.).

For personnel outside these three levels, separate interviews can be held.

TTC will advertise, select and notify your company of the vacancies. You can select from the CVs sent to you. However, face-to-face interviews will be conducted by TTC and TTC will have the final decision on recruitment. In making this decision, TTC will be as faithful as possible to your choices.

Local Personnel Support- Price Includes

Pricing will be made for a minimum of 3 months. After 3 months, the company may want to continue with that staff, may want to change or cancel the agreement.

The following inputs will be included in the pricing.

- 1- Salary of the staff: Transportation is available within this salary, food is provided by itself.**
- 2- Laptop, mobile phone, SIM card, Internet and Voice (monthly)**
- 3- Desk, chair, business card, stationery requirements for staff at the TTC office**
- 4- Internet belonging to TTC that the staff will use in the office,**
- 5- Expenditures for common areas to be used by the staff; Kitchen, Office expenses, etc...**
- 6- Customer meeting expenses to be incurred by the staff in the office; Tea, coffee, water, etc...**
- 7- The needs of the staff such as printer, paper, printing, photocopying.**

In summary, your staff will have everything that TTC staff use here.

Local Personnel Support - Summary

The difference between the market reports you get from the markets or from the Internet or from different people or institutions and the reports you get from your own staff is very important. The report at the end of this study will be much more reliable and up-to-date.

Under these conditions, we will try to offer you a working order that will not leave you any responsibility and will not bring any extra cost.

In this way, you will be able to make the most accurate Market Analysis and you will have very serious, first-hand reports about your sector and products in Abidjan, Cote d'Ivoire and West African countries. You will have the chance to announce the name of your company in the sector and present your products to this market.

You will have the chance to provide the budget you will spend by making a short-term trip here by employing a staff completely under your control for 3 months. If this 3-month period is productive, you will have the chance to extend it as long as you wish.

Thank you...



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