

Prince Intl Profile





Prince International Employment Service Pvt. Ltd.

P.O. Box: 8973, Gongabu-26, Kathmandu, Nepal

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E-mail: info@nepalmanpowercompany.com

www.nepalmanpowercompany.com



ABOUTUS

Prince International Employment Service Pvt. Ltd., is one of the top employment agencies in the NEPAL, duly redited by Ministry of Industry & Commerce, Office of the Company Registrar with Company Registration No.: 25266/2003/004 and Ministry of Labour & Transport Management, Department of Foreign Employment with License No.: 435/060/61. We are currently engaged and committed in supplying competent and qualified skilled, semi-skilled and un-skilled manpower in Asia and in the Gulf Region.

As we say it, DEMAND IT, and WE WILL SUPPLY IT! We could absolutely provide workers based on the clients' qualifications and standards. Along with, our clients will also be assured of services and processing at par with world-class standards. Our company is managed by professionals who are highly-experienced in Human Resource Management & Development, International Recruitment, and Labour Relations, so we know exactly how to address the needs, wants, demands, and problems of our overseas clients. And most definitely, all the company's great amenities and services are carried on and propelled by young, enthusiastic, and highly competitive workforce who are always available to attend efficiently to all your requests and needs. Prince International Employment Service Pvt. Ltd. will completely guarantee to totally eradicate all the mediocrities and woes you have dealt with before on this kind of business. We are undoubtedly one of the best manpower connections in the Nepal.

CONFIDENCE

Candidates undergo rigid and strict screening. We make sure they have the right knowledge, skills, and attitudes that would fit the employers' criteria. We also guarantee the candidates would be prepared earlier, so that they would be deployed on time or as scheduled.

CONVENIENCE

We reply to all the fax/e-mail inquiries within 30 minutes. Our staff can be reached through different medium of communication through fax, through landline phones, through email, through skype, through SMS (Short Message Service), through mobile phones.

COMFORT

We firmly believe in the philosophy that all our customers are our most valuable assets. Attending to the needs and requests of our customers is our utmost concern.

MISSION & VISION STATEMENT

Prince International Employment Service Pvt. Ltd. aims to provide the most efficient and quality services to its clients and professionals by creating an organized and systematic procedure that will promote speedy processing of documents and smooth deployment of its qualified workers, that is, in accordance with the Government rules and regulations.

Prince International Employment Service Pvt. Ltd. strengthens more its objectives by giving thorough and comprehensive trainings to its workers, so that they will be prepared physically, psychologically, socially, and spiritually in facing the challenges of their work, and so that they will be able to meet the demands and needs of their employers.

Moreover, Prince International Employment Service Pvt. Ltd.is devoted in helping the nation and the world by being a model agency that will uplift the standards of living of the people.

SPECIALTY OF NEPALESE MANPOWER

Nepalese are always a human force to reckon with. For a long it has been proved that Nepalese are extremely reliable, hard working, trustworthy and efficient personnel, their high sense of sincerity and devotion stands them apart.

They easily fine-tune themselves in any type of climatic and culture and are very adaptable. Gorkha's fame in armed forces need not any introduction and is a Hallmark of Bravery in itself.

WHY PRIENCE INTERNATIONAL EMPLOYMENT SERVICE?

In today's tough and competitive business scenario, success of any organization is written by the words of an efficient manpower. No organization can stake their market presence by hiring undeserving candidates, hence we work for the cause, our proprietary skill assessment and job-matching tools ensure that the given job opportunities match with abilities and interests of the candidates, so that he can enjoy a high degree of success and job satisfaction that finally gives profit to the organization.

At Prince International Employment Service Pvt. Ltd., we can assure our valuable customers and candidates both that we get the best of them, Our research work and expertise in this regard is well enough to get the best deal for our customers.



Message From Managing Director



My warmest greetings to our dear clients, foreign employment seekers, and all our well wishers. We, as the directors of the company take great pride in introducing this organization as one of the most prominent manpower recruitment agencies in the country. Registered at the Department of Foreign Employment, Government of Nepal for the legal recruitment of Nepalese worker. Our company is a well organized establishment with committed staff and financial sound investors. As foreign employment and remittance occupy a major part of the nation's economy, our company strives to keep serving the country by expanding job opportunities for Nepalese workers. At the same time, our efforts to providing promising services to client companies abroad have helped us create a valuable status and name for our company in the manpower recruitment industry. Finally, I'd like to take this opportunity to thank both our foreign employment providers and internal parties who have regularly remained in touch with us for the promotion and support of our organization."

Mr.Madan Khatiwada

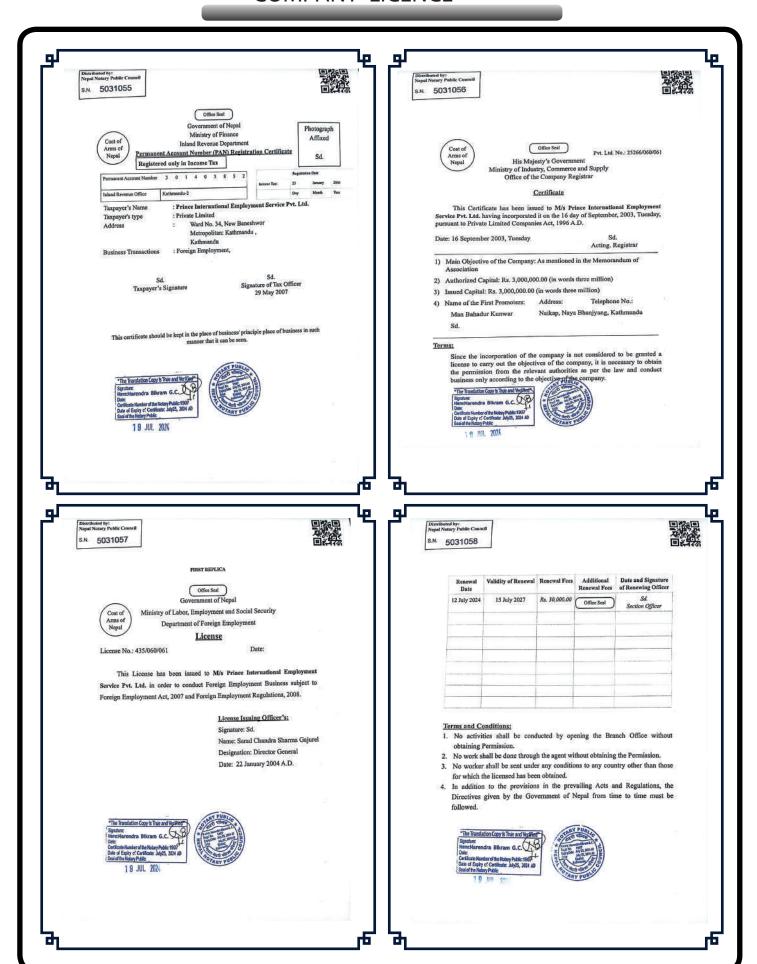
Managing Director

Mob. No:. +977-9843307069

E-mail: md@nepalmanpowercompany.com



COMPANY LICENCE





WE SUPPLY

Engineering

- Electrical Engineer
- Mechanical Engineer
- Electronic Engineer
- Civil Engineer
- M.E.P. Engineer

Building Structure Maintenance & Construction Group

- Electricians
- Plumbers, Welders, Steel Fixers & Pipe Fitters
- Carpenters (Finishing & Shuttering)
- Electronic Technicians
- Painters (Spray Wall)
- Mason- Construction Helpers
- Mason-Brick Layers
- Mason Tile/ Marble Fitters

Vehicle/Heavy Equipments Operator/ Auto Mechanic And Maintenance

- Light Vehicle Drivers
- Car/Van/Mini-bus Drivers
- Heavy Equipment Operators
- Truck/Lorry/Trailer/Forklift/Crane Drivers
- Motor/Grader/Dozer/Backhoe/Roller Operators
- Bulldozer/Scrapper Operators
- Auto Mechanic/Diesel Machine Mechanics
- Heavy Duty Mechanics
- Wireless Technicians/Bar Benders









WE SUPPLY

Doctor / Nurse

- Doctor Gynecology (Surgeon) MRCOG
- Doctor Physician (General) MD
- Doctor Surgeon (General) MD
- Doctor (Gynecology) MS
- Doctor (Urology) MS
- Doctor Skin (Skin & UD) MD
- Doctor (Nepharthology) MD
- Nurses (General Wards) Diploma
- Nurses (Midwifery Gynecology)
- Diploma Nurses (ICU) Diploma
- Nurses (Surgery Operation Theatre)Diploma
- Asst. Nurses (Cleaners) Male -Diploma
- Technician Lab Diploma
- X-Ray Technicians Diploma

Official Personnel Management Group

- Officer Manager
- Assist Manager
- Manager-Marketing, Sales

Garments And Textile

- Pattern Makers
- Cutting Masters
- Production Managers
- Supervisors
- Tailors
- Checker, Helpers

Information Technology

- Computer Engineer
- System Administrator
- Software Engineer
- Programmers
- System Analysts
- Network Administrators
- Data Entry Operators
- Computer Operators
- Computer Technicians
- Database Operators
- Data Entry Clerks









WE SUPPLY

Security Sector

- Ex-British Army
- Ex-Indian Army
- Ex-Nepalese Army
- Ex-Nepal Police
- Watch Man
- Security Officer
- Security Supervisor
- Civil Security Guard
- Body Guard & many more

Hotel & Catering

- Manager & Assist Manager
- Public Relation Officer & Restaurant Captain
- Cooks (Continental, Chinese, Indian & Arabic) Asst. Cooks Waiters
- Stewards Fast Food Crew
- Food and Beverage Controllers
- Food and Beverage Manager
- Bakers
- Barmen
- Kitchen Helpers
- Dishwasher men
- Laundry Men
- Pressmen
- Janitors
- House Keepers, Room Makers

Air Conditioning

- (Window Type, Split Level & Central Unit) HVAC Engineers
- HVAC Foreman
- HVAC Supervisors
- VAC Technicians

Supermarket

- Salesman
- Check out Cashiers
- Trolley Boys
- Shelves Rack Organizers
- Cleaners











REQUIRED DOCUMENTS

Requirement of documents vary from country to country. Documents requirements also depend on whether the embassy of manpower importing has a diplomatic mission in Nepal or not. Basically, we demand two types of documents before making a final deal for sending workers overseas. We follow the in-detail government provisions to avoid unnecessary hassles to the workers.

1. For Kingdom of Saudi Arabia: A. In case of Block Visa issued for Nepal, the company should prepare all below mentioned principle documents authorized to Prince International Employment Service Pvt. Ltd. . License No: 435/060/061, which is recognized Nepalese agent by the embassy of the Royal Kingdom of Saudi Arabia, located in Kathmandu, Nepal.

Important:

We prefer Nepal for visa endorsement because we have our own ID Card through which we can endorse the visa on time.

Principle Documents:

- 1. Demand Letter:Demand letter should be addressed to Prince International Employment Service Pvt. Ltd. License No: 435/060/61. The letter should have details of the number of workers, nature of job with required category, salary, duty hours, food and accommodation facilities, overtime, transport, insurance of workers, residence permit and other benefits.
- 2. Power of Attorney: Power of Attorney is a legal confirmation, on behalf of employer, for selection of manpower. This authorizes Prince International Employment Service Pvt. Ltd. License No :. 435/060/061 for sending workers legally.
- 3. Employment Contract: The employing company should provide the employee with an employment agreement as per demand letter.
- 5. Guarantee Letter: The employing company should not transfer any workers to another country without approval of competent Nepal Government authorities.
- 6. Electronic Authorization Letter: The employing company has to write a letter according to visa approval slip to the Electronic Authorization Office or Embassy for visa endorsement of the workers.
- 7. Visa Slip (Copy): The original visa slip is required in case of Block Visa. However, the photocopies of Block Visa are acceptable in case of multiple Block Visa.
- 8. Company Registration (C. R.) /one photocopy only: Above documents from 1 to 5 should be signed by company's authorized person, bear Company Seal and documents 1 & 2 should be attested from Chamber of Commerce or Ministry of Foreign Affairs from the respective country.

In case of Block Visa issued for nearest embassies-Delhi and Mumbai, India, the employing company should prepare all following documents in the name of Prince International Employment Service Pvt. Ltd. License No :. 435/060/061. Electronic Authorization Letter 2. CR Copy Company Registration Copy) 3. Visa Approval Slip

Important:

We do not prefer these places for visa endorsement because we have to rely on Indian agencies. Documents from A. 1 to A5 should be same as above. But the following documents should be in the name of associate office recommended by Prince International Employment Service Pvt. Ltd. License No :. 435/060/061

For Other Countries:

The documents mentioned above A.1 to A.5 should be signed by company authorized person and bear company seal. The documents 1 and 2 must be duly sealed and attested by Chamber of Commerce and Ministry of Foreign Affairs from the respective country.



SAMPLE DOCUMENT

	Date: -	
TO, Prince International Employmen	Constant Date Land	
G.P.O Box No. 8973, Samakhusi-26,		
License No. : - 435/060/061		
De	emand Letter	
We, M/S		
	, do hereby appoint you agent in Nepal for	
	nanpower recruitment and conducting interview for	
our company, requirements category	Quantity Basic Salary Total	
3/11 Category	Quantity Busic Salary Total	
L		
Terms & Condition:		
1 Contract Period	: 2 Years (Renewable)	
Place of Employment Working hours	: United Arab Emirates	
3. Working nours 4. Over Time	: 8 hrs./day, 48hours/week & 26days/month. : As per UAE labor law	
5. Holidav Salarv	: As per UAE labor law	
6. Probation Period	: As per OAE labor law : Six (6) Months.	
7. Accommodation, Electricity & Water	The state of the s	
8. Food Allowance (300 AED)	: Provide by the company.	
9. Transportation	: Provided by the company.	
10. Medical & Insurance	: Provided by company.	
11. Leave	: 30 days per years.	
12. Air ticket	: Provided by company of joint Two-way ticket.	
13. Service Charge	: Not provided by the company.	
14. Visa	: Free visa provide by the company.	
15. Other terms and conditions	: As per UAE labor law.	
16.First party not provided the service	charge to second party.	
All other terms and conditions which :	are not mentioned here will be followed by UAE Labor	
Law.		

To Whom It May Concern						
No. 435/060)/061 G.P.O	. Box N	o. 8973, San	Employment S nakhusi-26, Kath	that w organized und ervice Pvt. Ltd., L mandu, Nepal or our company.	
	,					
	-			kers recruited		,
Service Pvt.				061 G.P.O. Box	No. 8973, Sa	
Katililaliuu	, ivepai v	viii be app	ointed to th	en assignment	any widini	
This docum	ent is valid	for 2 year	s from the da	y it has been is:	ued.	
Yours faithfi	ully,					

AGREEMENT

- 2. The second party will send the medical, photographs (B copies) and passport photocopy to the first party within 1 Month from the date of agreement is assigned. The first Party will send the entry vias to the Second Party. The Second Party will send the workers within 1 Month of getting entry visa.
- The Second Party will send the following workers to the First Party as per the Terms & Conditions mentioned in Demand Letter.
- The First Party must provide the necessary documents such as the Demand Letter, Power of Attorney, Employment Agreement and Company Registration copy of First Party to Second Party.
- 5. The First Party must provide all the facilities to the employees as details the
- 6. All the other terms and conditions between two parties are made according to the Labor Law of the First Party Country.

	Date:
The Emba	assy of Nepal
P.O Box	
	SUBJECT: GUARANTEE LETTER
Dear Sir/N	Aadam,
We at	M/S, are
pleased t	to inform you that we have appointed Prince International Employment
Service P	vt. Ltd., License No. 435/060/061 G.P.O. Box No. 8973 , Samakhusi-26,
Kathman	du, Nepal to act on our behalf for the recruitment of personnel from Nepal.
We here	by give full assurance that the Nepalese workers recruited Prince
Internatio	anal Employment Service Pvt. Ltd., License No. 435/060/061 G.P.O. Box
No. 8973	, Samkhusi -26, Kathmandu, Nepal will be appointed to their assignments only
	and we also fully guarantee that the said workers will not be
sent to an	y other foreign countries.
Yours Fait	thfully,
	to the second of



SELECTION & DEPLOYMENT

Pre Labor Approval

After receiving the authorized demand letter from the company, the document are presented for prelabor approval. The department of Labor in Nepal analyzes the document and approve for further processing.

Advertisement

The approved demand letter which is received from Labor Department of Nepal is published in National daily/weekly newspaper for collecting document. Prince International Employment Service Pvt. Ltd., also uses different tools like internet, SMS, telephone etc in order to inform and collect documents. The documents are either collected through direct candidate or through sub agents/marketing executives.



Candidate Screening/Interview

We maintain upto date data bank of potential candidate with full information on their skill and education, technical knowhow and experience as per the employer criterion. Prince International Employment Service Pvt. Ltd. will the short list the candidate for pre-interview. During pre interview the short listed candidate are given priority on merit basis giving opportunity to all. The final interview for the short listed candidate will be conducted by the employer himself or his representative by taking an oral, written and practical test. If the employer or his representative is not available than ve arrange for telephone or skype interview.



Communications

Departments of Prince International Employment Service Pvt. Ltd. is fully computerized and networked in order to provide our clients and the candidates the best and prompt service. Our staff members are always committed and ready to help its clients providing quality manpower service.





SELECTION & DEPLOYMENT

Medical Checkup

Only selected candidate will send for full medical examination to the medical centre authorized by government of Nepal. The candidates who are physical and mentally fit are eligible to sign the employment contract and he/she should be entitled to proceed for visa.

Visa Processing

Wesend all the necessary documents as per requirementfor further visa processing like passport copies, photographs, medical report, experience certificate etc. to the employer.

Orientation

After receiving the job offer or employment visa, the orientation classes are compulsory organized by government registered technical institute of Nepal which provide full information about law and orders, immigration policy and religion of respective country, It helps to create awareness and make cordial relation between employer and employee. Besides this we give full information about the company, work place, job description etc before flight.

Final Labor Approval

All the necessary documents like original passport, visa copy (original if not issued online), medical report, orientation certificate, insurance policy are submitted in Labor Department of Nepal for final approval and immigration clearance. The Department of Labor analyzes the documents and provides final approval.

Travel Arrangement

As soon as visa endorse passport or paper visa are received we give the booking to our travel agent or directly to concern airline to conform seats to the nearest airport of origin country. After the flight is confirmed we send flight details to our employer requesting them for airport pickup and hostel arrangement.













TERMS AND CONDITION

- 1. The FIRST PARTY shall issue the Demand letter to the SECOND PARTY mentioning the number of workers required and their categories, rate of salary and other service conditions of workers, along with Power of Attorney, Guarantee Letter, Inter Party Agreement and Employment Contract (authorizing the SECOND PARTY) to recruit and expatriate workers from Nepal on behalf of the FIRST PARTY. Demand Letter and Power of Attorney should be attested by the Chamber of Commerce of employing country, Foreign Ministry and Nepal Embassy.
- 2. Both parties herein shall obtain the approval of the respective governments to import, recruit and supply the workers as per the rules and regulations of both countries in regard to the conditionsnecessary to import and supply.
- 3. The SECOND PARTY shall be responsible for short-listing of qualified candidates according to their trade qualifications and experiences in conformity with the FIRST PARTY'S requirements. The SECOND PARTY should notify the FIRST PARTY of such short listed qualified candidates who are ready for final Interview and selection.
- 4. The FIRST PARTY has the right to either send his representative or give the SECOND PARTY the right to select process and send such qualified workers at the SECOND PARTY's full guarantee.
- 5. The workers will be interviewed, tested and selected by representative of the employer or by SECOND PARTY on his behalf. The FIRST PARTY agrees to advise to the SECOND PARTY of its final list personnel selected through fax, email or letter and the desired mobilization date on the respective site.
- 6. The SECOND PARTY shall assist the workers in matters relating to Nepal immigration and government formalities, medical tests and Visa stamping from the relevant embassy where required and all other relevant approvals.
- 7. The SECOND PARTY shall at his own expenses provide airport assistance to the departing selected workers and inform the FIRST PARTY of their arrival details by any means of communication (Fax, Email or Telephone) so as to receive them on arrival by the FIRST PARTY.
- 8. The FIRST PARTY will be responsible for receiving the workers at the airport in part and as whole as per requirement of the client and validity of Visa of the concerned country.
- 9. The earning of the workers per month and other service conditions shall be as per the attached demand letter and contract document against each category. The FIRST PARTY should clearly inform the SECOND PARTY about the salary and any other deduction as Tax etc being paid by the employer and SECOND PARTY in turn should clearly inform the candidates accordingly, prior to mobilization.
- 10. Within the three (3) months probation period from the commencement of employment, if the employer finds the selected worker to be unfit, unqualified to continue the employment, refuse to work, failed the medical tests upon arrival or considered as a security threat, the EMPLOYER may replace the worker. The replacement of the unqualified worker shall be done by the SECOND PARTY at maximum of a month from the termination. All expenses incurred there shall be borne by the SECOND PARTY.
- 11. Arrival of the selected workers will be within one month upon issuing their visas. For any delay rather than this period, the visas will be cancelled and the SECOND PARTY will shoulder all the governmental expenses for replacement.
- 12. FIRST PARTY has to compensate the worker on their own expenditure if the worker will not get all facilities as per Employment Contract and the company collapse before contract periods.
- 13. The FIRST PARTY agrees to bear the compensation in case of death or injury of the workers and also agrees to bear the cost of transport of dead body to Nepal as per the labors law of country concerned



OUR VALUABLE CLINT

UAE

- Spark Security Services.
- Green Wind Technical Service
- Al Amal Building Maintenance & Cleaning
- Falcon Scafolding
- Steel Rules Contracting and General Maintenance
- Naseem Italian Gift
- TKS Cleaning Services L.L.C
- HDS Technical Services
- Tatweer Building Cleaning Services
- Al Bannai& Rushdi Cont. Co. L.L.C.

QATAR

- Imperial Trading and Cont Co.
- Venture Gulf Engineering
- Qatar Project Oil and Gas
- Whyte Advert Co.
- Top Electro Maintenance
- Dime Innovative
- Planinng Project Cont
- Corbel Trading
- Massary Trading
- Brazan Real State
- Danfodiyo Trading & Contracting Service W.L.L.

KSA

- · Hungry Bunny Resturant
- · Zuman Mohamad Al Hajri Co.
- Limousian(Ajalat Group)
- AL Yamama Co
- Saudi Refrigerator
- Maxis Tyre
- Hero Tyre
- Idec
- Abha Petrolium Service
- AL Omran Transport
- Majed A Al- Rammah General Cont
- Fifco Plastic Pipe
- Eastern Recrutment Service
- Al Majal Cleaning
- Riyadh Oil Factory
- Jal International
- National Lighting Co.
- Golden Crown Group
- · Al Khobar Mall Trading

MALASIYA

- Kingway Food Industries
- Kibaru Manufacturing
- Chip Bee Steel SDN BHD
- Scalek Polymer Industries Sdn Bhd
- T-Prin Panel Sdn Bhd
- Kilang Beras Tajar Sdn.Bhd.





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