

Right People, Right Job, Right Now

[www.manpowerlink.com](http://www.manpowerlink.com)



**ManpowerLink**

Recruiting and Staffing since 2002

Your Complete Recruitment Partner

An ISO 9001:2008 Certified Recruitment Agency



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# ABOUT US



ManpowerLink Pvt. Ltd is a 9001:2008 ISO Certified Recruitment Agency based in Kathmandu, Nepal. The company specializes in various industry sectors providing recruitment services within GCC countries, Malaysia and Japan. We are a company with excellent records of accomplishment of 100% clients' satisfaction. We believe in quality service by providing easiest, fastest and best approaches to our valued clients. We serve Professionals, Skilled, Semiskilled and Unskilled human resources according to company's requirements in any industry sectors since 2002.

With powerful vision and expertise in the field, we collaborate with clients to accelerate their business by providing the right people and superior services that enhance productivity and efficiency in their total workforce including recruitment, assessment, training and development, workforce consulting, outsourcing and career management in human resources department. We deliver innovative and professional manpower recruitment solutions that enriches competitiveness, increase efficiency and outgrowth productivity of our clients. Connecting global reach and local expertise, we know the changing dynamics of recruitment industry and stimulate deep understanding of clients we work with and the industries we serve.

Our service offers wide array of talents, daily updated CV Bank, talent-based recruitment and outsourcing, where we are proud of providing temporary and contingent solutions. We provide an excellent platform for any business needs where they can interact and search for required human resources for their organization. By our trusted brand, we have built and managed online portal for our clients; access to reliable, well-trained and educated, eligible and professional manpower faster and easier.

Manpower Link — is a registered company under Labor Division, Government of Nepal established in 2002. The company is well equipped with state-of-the-art facility and experienced team. We believe in finding the right candidate and supplying at the right place in the right time. We have extended our networks around the world with our experienced consultants and associates providing advices on employment services. The Company challenge in changing life style of people through global exposure. Our main philosophy is to be in a win-win or no deal situation.





## Corporate Vision

Most trusted and preferred global brand amongst the Manpower Recruitment, Human Resources management, Employment, Jobseekers, Outsourcing and Workforce industries

## Corporate Mission

Connecting great companies and great people with opening up opportunities through delivering the highest quality of services.

Creating sustainable value edition and growth of all stakeholders through right people, right job and right now



## Quality Policies

- Human Capital, Human Relation and Team Work is the key factor to drive Manpower Link
- Great company and great people acknowledged the Manpower Link
- Continual Learning and development makes our Employer and Job Seeker happy
- Converting our job seeker, linker, service partner and employer into Strategic Partner
- Job Seekers and Employers are in the center of our operation
- Skilled Employment Campaigning (SEC) within community people
- Right People in right Place and right Time through Quality Management
- Zero cost referral publicity through our service satisfaction
- Focused at zero cost recruitment service to job seekers

## Strengths

- Highly professional and dedicated happy team
- Art of state infrastructure
- Wide range of selection opportunities in different categories
- Hundreds of satisfied clients around the world
- Ability to work in pressure to meet deadlines and targets
- Set clear goal before beginning the tasks
- We empower people to their growth





## Corporate Value

### Professionalism

Always committed towards innovation, proactive teamwork and striving for excellence

### Excellence

Outshine clients and customers' expectations through team performance and innovation.

### Knowledge

We share our knowledge, expertise and resources we have achieved during 14 years of dedicated services in the field of recruitment. We actively review and execute to improve our relations and services

### Relation

We always pledged to develop long lasting and continuous improvement of relationship with our clients, customers and communities.

### Commitment

Pledged to deliver excellence through ethical practices

### Respect

We respect employers and employees through trust, support, and enable to achieve their aims. We also encourage and reward in their achievement.

### Quality

We provide a high standard of customer and client's care as they are the center of all our business operation. We strictly follow ISO9001:2008 standard and never compromise on quality services we provide.

### Innovation

Based on our understanding of the growing dynamics of recruitment business, we actively explore the development and adopt best practices worldwide. We constantly challenge the prevailing benchmark to find new and better way of providing services that benefits the jobseeker as well



# Our Services

We help capitalize on new and unseen talent-driven opportunities to achieve more than you imagined

## Assessment & Recruitment

Assessment and Recruitment Our proven recruitment assessment and selection methods ensure that we find you the right person with right skills, making every opening an opportunity

## Out Sourcing

Manpowerlink Pvt. Ltd. has worked with over 100 organizations from different fields. We support the needs of employees for a safe and productive workplace and employee engagement, while bringing the value of employees and goals of management into an organized alliance. We provide manpower to our valued clients in various field.

## Training and Development

HR has an ability to support a wide range of business models and workforce. Manpowerlink Pvt. Ltd. is involved in building, smoothening and strengthening the manpower capabilities of any business firm. We help in delivering the best outcome through our functional solutions

## HR Consultancy

We can show you how to align your business strategy with your workforce strategy, improving your work models, people practices, talent resourcing and talent management to increase your organization's agility and competitiveness.



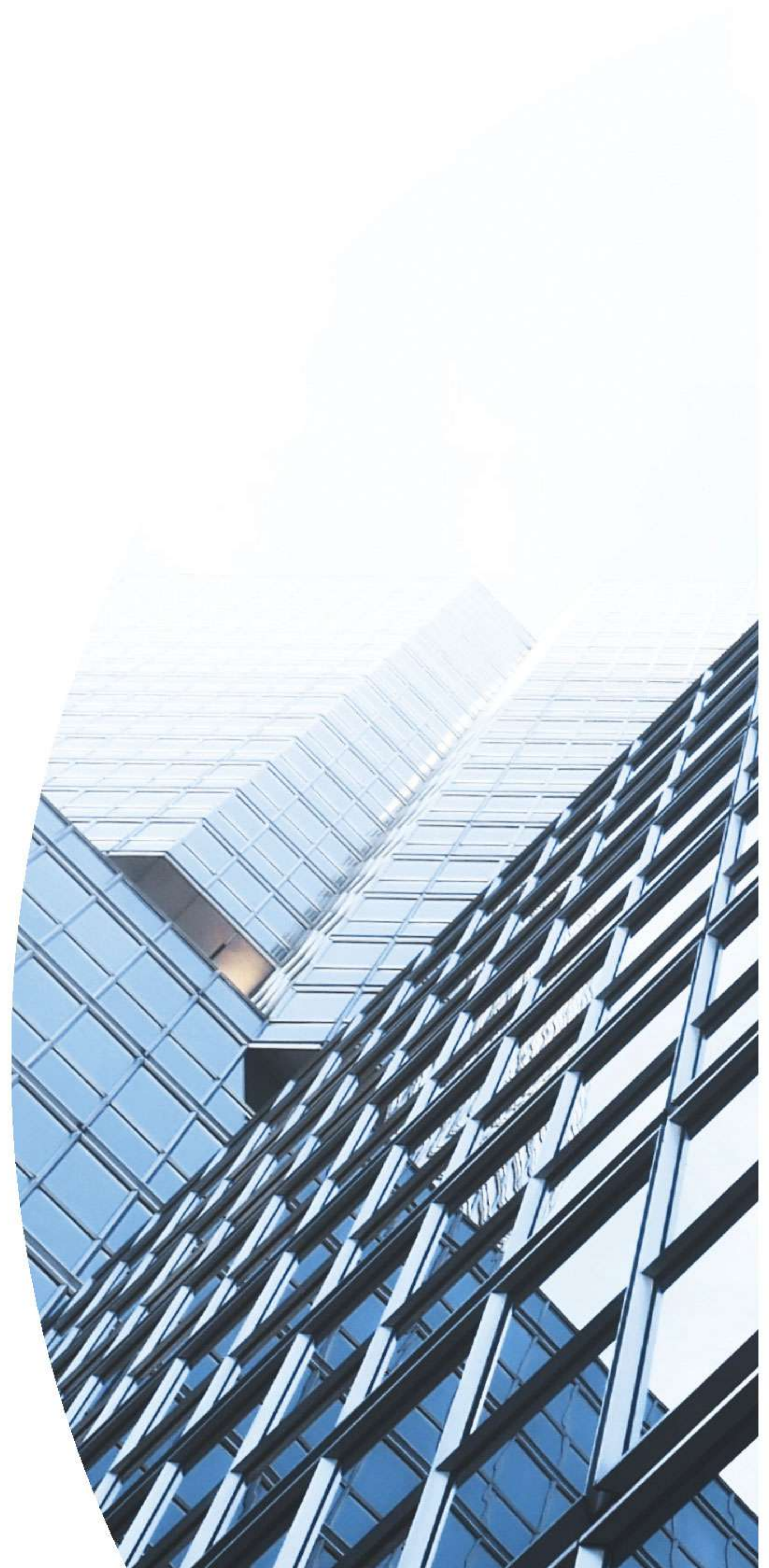




## Our Responsibilities

Manpower Link (P) Ltd act as an authorized agent and carry out the following activities in Nepal on behalf of the employer.

- Represent as an authorized recruiting agent at the Ministry of Labor and other relevant department of the Government of Nepal and obtain necessary approval for the purpose of recruitment permission
- Advertise in leading newspapers and any other media to obtain response from the seekers with requisite qualifications for final selection
- Arrange interviews/trade test to the candidates through well-qualified technical and administrative expert from the government-recognized institution containing complete trade test facilities
- Arranging the sufficient numbers of candidates required for interview, skill, aptitude test by the client or his representative. This provides wider selection choice to our client
- Procure the entire relevant documents i.e. Bio-data, passport, medical report, police clearance certificates, no objection certificate etc.
- Arrange medical examination of the selected candidates through the authorized doctors and government recognized medical institutions.
- Full orientation and briefing to be conducted before the departure of the workers. This covers briefing about the Employer Company, work culture, geographical features, and special customs of the host countries. The aim is that a worker should be able to become a useful member of the team from the very first day of his arrival.
- Ensure air passage booking for the selected workers and arrange for their departure for joining service. A prior intimation by telex/fax/email will be sent to the employers well in advance to enable them to receive them at the respective airport.
- Carry out all other functions as and when necessary to protect the em-





# Corporate Profile

## Statutory Approvals

Company Name	:	Manpowerlink Pvt. Ltd.
Founded	:	2002AD
Chairman & MD	:	Kamal Dev Malla
Certification	:	Registered with Government of Nepal
Type of Business	:	Recruitment Agency
Recruiting Licence No.	:	350/059/060
Company Regd. No.	:	21597/059/060
PAN No.	:	301215228

## Credibility & Affiliations

Affiliation	:	Nepal Association of Foreign Employment
Agencies	:	Nepal Chamber of Commerce
Saudi Embaassy	:	208
Japan Licence No.	:	046
Israel Licence No.	:	145/068/069
Associate	:	Life Skills Institute Pvt. Ltd.

## Existence Verification

Location	:	Dhumbarahi-04, Prakash Marg, Kathmandu
Country	:	Nepal
Contact no.	:	+977-1-4008698, 4008699
Cell	:	+977-9801064086
Email	:	info@manpowerlink.com recruit@manpowerlink.com
Skype	:	manpowerlink.com
Facebook	:	fb.com/manpowerlinks
Whats App/Viber	:	+977-9801064086 / 9851064086
Web	:	www.manpowerlink.com

“

Right People

Right Jobs

Right Now

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Japan Licence No.	:	046
Israel Licence No.	:	145/068/069
Associate	:	Life Skills Institute Pvt. Ltd.





# Why Manpower Link?

The answer is simple yet comprehensive, because we are one of the leading recruitment service provider in Nepal. We do what we say. ManpowerLink Pvt. Ltd provides Professionals, skilled, semiskilled and unskilled human resource as per requirements. Since our establishment in 2002 A.D, we have been dedicating towards promotion of human resource development.

## Our reach and expertise

ManpowerLink Pvt. Ltd has excellent track records of sourcing from local markets and supplying across all major industry sectors abroad. Our specialty is to provide the required manpower in all industries and sectors. Balancing between demand and supply is the key to our success.

## Connecting our knowledge

We have gained vast knowledge of the labor market from our long experience in the recruitment service. Years of exposure in the field help us unleashing potential to fulfill our client's business requirement.

## Assessment and Recruitment

Our proven recruitment, assessment, selection, training and outsourcing methods ensure to identify potential manpower with necessary skills, education, experience, training and personal attributes that added value to organization. Our technique of recruitment and selection process follow various stages to ensure the best candidate is selected for suitable post.

## Training and Development

We offer a full array of trainings and counseling; short-term and mid-term vocational training, to ensure that the talent acquire skills and knowledge needed to drive any organization forward. We have our very own testing facility with qualified trainers and up to date equipment and facilities.





## Sister Concern Company:

Life Skills Institute Pvt. Ltd.

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Katmandu Polytechnic is a leading and fast growing Vocational Training School in Nepal with ever-growing list of satisfied clients around the globe. We are recognized as highly successful in providing world class vocational training as per demand of current labor market. We believe vocational training is the one of the biggest tips to advance the society. The economic empowerment through technical education would generate the multiplier effect in terms of economic activity and provide dignified income to the people.

Total client satisfaction is the cornerstone of our service philosophy. The basic philosophy that revolves around our work culture and all business operations is our belief in the ability of people. Our mission is to make prosperous society through skill development to employability. We have planning to establish ourselves as a global recognized brand in the field of Technical Education and vocational and Training.

Life Skills Institute







# About Nepal

As a fact, a large portion of the Nepalese population is residing abroad as for the matter of employment. For any sake of occupation, we help the country's human resources meet international companies who love to hire employers from Nepal. High percentage of Nepalese who are abroad are seen to be interested in golf counties. Apart from this, also people go for other destinations such as Australia, U.SA Cyprus, U.K and others for higher studies. A lot reasons favour the succession of Visa application applied for labour purposes. These countries seem much interested and would love to hire Nepalese human resources. We have found the following reasons for it.

## Why Recruiting from Nepal?

Nepalese are considered as the most hard working, efficient and loyal workers in the world. It is due to their mental and physical ability they are found in all corners of the world engaging in various productive activities.

The Nepalese workers are the best choice for employers around the world. Over the past few years, employers from overseas countries are attracted to Nepal for manpower recruitment purpose to cope with the increasing manpower requirement in their countries. The following are the lucrative advantages to hire Nepalese workers.

- Strong will to succeed: They have strong will to be successful
- Easy availability: All categories of manpower like professionals, skilled, semi-skilled and unskilled almost in all fields are readily available for immediate placement.
- English Language Facility: Better English communication skills compared too many other nationalities of same category.
- Family Oriented: Considers work as sacrifices he does to offer a better life to the family.
- Good Work Ethics: Possesses an inherent capacity to hard work, diligent and well disciplined.
- Good team player: Is generally friendly and has a positive outlook in his relationship with other people and co-workers
- People-Oriented: Can easily adjust to foreign culture and work environment Has a sound temperament and can cope with the demands and pressure of his work
- Warm and Caring: Excel and is recognized worldwide for professions and competencies that require people oriented service and care
- Hardworking and well discipline: Nepalese are laborious and can tolerate their working capability even in the most arduous condition
- Historical Proof: During the last two Great World Wars, the Nepalese have proven their ability to adapt to even the most hostile environment and climatic conditions in any part of the world
- Climatic Adjustment: Climatic condition plays a great role. Since Nepalese people are accustomed to working in any climatic condition, there would be no problems for the employer with Nepalese people regarding climatic conditions
- Formalities: Procedures and formalities for recruiting Nepalese workers for overseas employment are simple and easy.






# Manpower Recruitment Process from Manpower Link

An effective and thorough manpower-recruiting process requires an employer to carefully choose the most talented employees who will positively benefit their organization.

## Verification/Authorization of Documents provided by employers:


On receipt of original documents, we approach the Nepal Government, Ministry of Labor and employment, Department of Foreign Employment for government permission and they may contact our employers directly to verify these documents. On such occasions we kindly request our employers for their kind co-operation with this verification process.

**Advertisement**





After granting the permission from government authorities, the job vacancies will be advertised in newspapers, radio, TV channel etc.

**Pre-screening:**

Once job vacancies are advertised, the pre-screening of all suitable Jobseekers will be made.

**Final interview:**

We apply four interview techniques for the selection of short-listed Jobseekers.

- **Direct Employer Interview:**
- Many employers visit Nepal for final interview. We make all necessary preparations for interview. We call short-listed Jobseekers for the particular day.
- **Video Conferencing:**
- This is for those who are too busy to come to Nepal to interview the Jobseekers selected in preliminary selection. We make every arrangement for the interview between employers and the employee through video conferencing.
- **CV Selection by Employer**
- In many cases, we send CVs of Jobseekers to employer via email (soft copy) or courier (hardcopy) and employers themselves select the CVs.
- **On behalf of employer:**
- Sometimes employers give full authority to manpower consultant for entire selection procedures. In such case, we carry out interview on behalf of employer abroad and make all dispatching arrangements to the employment destination.



## Selecting

Selecting the most suitable candidate entails counterchecking with the references provided. References offer information about the character and competencies of the applicant. The candidates are then presented to the clients or their authorized representatives for the final selection. If entrusted, we are also capable of conducting final selection independently, if proper job specifications are provided, ensuring the most stringent theoretical and practical trade tests. As already mentioned we maintain the highest standard of selection of candidates without any partiality, strict on their merits and officially submit the trade –test reports for each candidate.



## Medical Examination

We send candidates for medical examination only to doctors who are registered and are approved by Nepal Government concerned country consulate. We have our registered medical center with equipped medical clinic to conduct complete medical checkups of the candidate.

## Processing

The processing phase entails going through the applications, resumes and supporting documents submitted by the prospective candidate. Visa Processing is done by recruitment or employer company for the candidates. On behalf of Saudi Arabia and Malaysia we stamp the visa on relevant embassy.

## Mobilization

- I. Pre- Departure Orientation:
- II. Post Deployment Arrangement:
- III. Departure Arrangement:



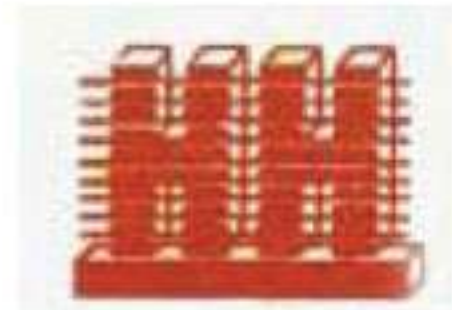




# Some of Our Valued Clients



JUMP



KJ HOCK



KAA DINAR ENTERPRISE  
KAA DINAR ENTERPRISE



KAWALAN SERI PADANG COPY



KPS PLYWOOD



LAB PLUS FURNITURE



KTNS ENGINEERING



MANAL



MDM



MHARAH HR



MIRACLE TECHNICAL



NAS PETROL



NOWRAS INDUSTRIAL



PCS



RASH ED AL ALRASHED



ROYAL D'AR HOTEL



SASCO



SEDAR GROUP



STYRENPAC



POPEYES



SAIKEE KOPI



SIN WEE SENG



KOMT



AYTB



BINO CONFECTIONERY



CHARLEY'S



DATCO



HEVEABOARD BERHAD



HENY BROASTED



MANAZEL



NIG GAS



NUMAIR CORPORATION



PRINTHUB



QANBAR DYWIDAG PRECAST CONCRETE



QUICK FIX AUTOPARTS



QATAR INTERNATIONAL CLEANING  
TRADING & CONTRACTING



SUBWAY



UNICORN RENT A CAR



TASHEED AL-MSAHAN FOR  
GENERAL CONTRACTING







# Major Sectors We Supply

- Agriculture, farmhouse and green house
- Automobile services
- Banking and Finance
- Caregiver and childcare
- Catering Services
- Cleaners
- Construction
- Hospital and nursing homes
- Hospitality Industry
- Hotel, Restaurant and Resort
- Information Technology
- Maintenance
- Management professionals
- Manufacturing
- Oil & Gas
- Outsourcing
- Cruise, Ship and Marine
- Domestic Service Workers
- Education
- Electro Mechanical - MEP
- Engineering
- Entertainment
- Project and plant services
- Recreation and entertainment
- Repair and maintenance
- Retail Sales and Customers Service
- Sales and marketing
- School, college and universities
- Security guards
- Sports, Spa and Health Club
- Food and Beverage
- Furniture and Interior
- Gardening and Nursery
- Garments
- Green House and Agriculture
- Health club Retreat and Spa
- Stores and shopping center
- Telecommunication
- Tourism Industry
- Transportation and Warehouse
- Warehouse and Logistic
- Workshop and Garage
- Yoga and Mediation



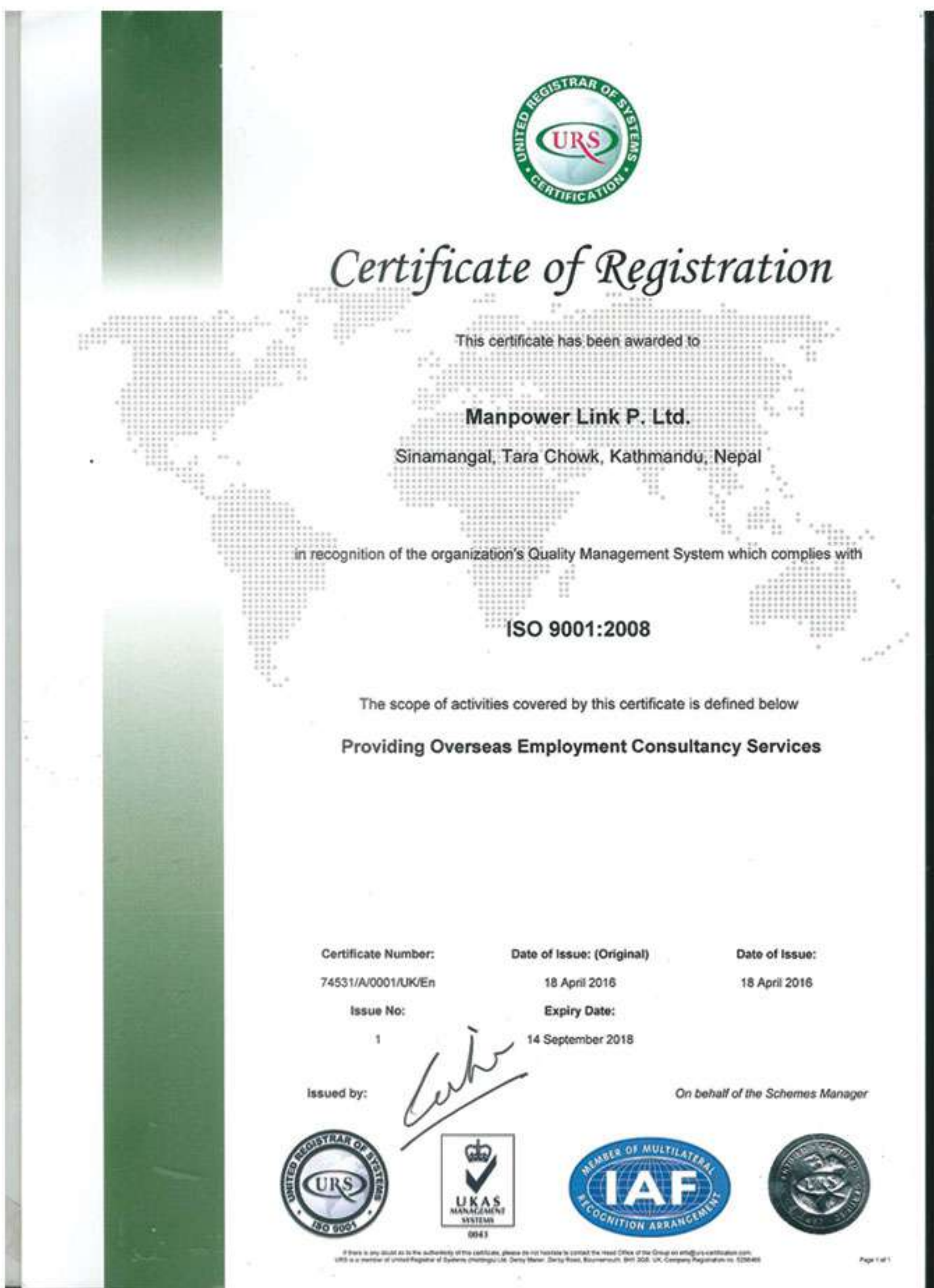
# Major Sectors We Supply

- Unskilled
- Semi-Skilled
- Skilled
- Professionals





# Credentials





# Credentials

Eng./Nep. Translation  
Dispatch No. 0146

Coat of Arms of Nepal

Government of Nepal  
Ministry of Finance  
Department of Inland Revenue  
Office Seal

Photograph

Sd.

**PERMANENT ACCOUNT NUMBER (PAN) REGISTRATION CERTIFICATE**

Income tax only

Date: 09 08 2059 BS  
25 11 2002 AD

Date of value added tax registration: Day Month Year

Permanent Account No. 3 0 1 2 1 5 2 2 8

Inland Revenue Office: Kathmandu, 1

Tax Payer Service Office: Battisputali

Taxpayer's Name: ManpowerLink Pvt. Ltd.

Type of taxpayer: Private Limited

Address: Ward No. 09, Sinamangal  
Metropolitan City: Kathmandu  
Kathmandu

Business Activity: Foreign employment.

Tax payer's signature: Sd.

Signature of Tax Officer: Sd.  
2070-09-07 BS (22-12-2013 AD)  
Tax Officer

**Additional Transactions:**

S.N	Name of Transaction	Address	Starting date	Signature of Tax Officer
1.				
2.				
3.				
4.				

**Responsibilities of taxpayer**

- Tax invoice must be issued in business operation.
- Party, registered in VAT shall produce the VAT details and VAT amount within the 25 days of termination of the tax period (monthly, bi-monthly or quarterly).
- Party, involved in the transaction subject to excise duty shall produce the monthly balance sheet and pay the excise duty amount within 25 days of the end of each month except otherwise provisioned.
- The income details shall be submitted within the end of the month Aswin for each fiscal year.
- It is subject to be charged the interest, fees and penalty incase of the failure of submitting the income details and tax amount in time.
- This certificate shall be displayed in the main spot or office.
- Please contact to the office incase of any or confusions.

"The Translation Copy is True and Verified"

Signature: Name: Jyoti Adhikari  
Date: 15 AUG 2016  
Certificate Number of the Notary Public: 1396  
Date of Expiry of Certificate: Feb. 22, 2018 AD  
Seal of the Notary Public

NOTARY PUBLIC

नेपाल सरकार  
उद्योग मन्त्रालय

कम्पनी रजिष्टारको कार्यालय

कम्पनी दर्ताको प्रमाण-पत्र

दर्ता नं: ५६६३५/०६५/०६६

श्री लाइफ स्किल्स इन्स्टिट्यूट

नामको प्राइभेट लिमिटेड कम्पनी संम्वत् २० ६५ साल आश्विन महिना १३ गते रोज २ मा दर्ता भएको हुनाले कम्पनी ऐन, २०६३ को दफा ५ को उपदफा (१) बमोजिम यो प्रमाण-पत्र दिइएको छ ।

मिति: २०७३-१०-०९

Government of Nepal  
Ministry of Industry

स. रजिष्टार

Office of the Company Registrar

Registration No: 56635/065/066

**CERTIFICATE OF INCORPORATION OF COMPANY**

This Certificate of Incorporation has been issued to

M/s Life Skills Institute

Private Limited having incorporated it on the 29 day of September, 2008 pursuant to sub-section (1) of section 5 of the Companies Act, 2006.

Date: 2017-01-22

Asst. Registrar

शर्त कम्पनी संस्थापनलाई मात्र कम्पनीको उद्देश्य कार्यान्वयन गर्ने इजाजत प्रदान गरिएको नभएकाले हुनाले कानून अनुसार लिनुपर्ने अनुमति सम्बन्धित निकायबाट लिएर मात्र कम्पनीको उद्देश्य अनुसार कारोबार गर्नु पर्नेछ । काठमाण्डु पोलिटिक्निक प्रा.लि. को नाम यस कार्यालयको मिति २०७३/०१/०९ को निर्णयानुसार परिवर्तन गरी लाइफ स्किल्स इन्स्टिट्यूट प्रा.लि. भएको ।

Eng./Nep. Translation  
Dispatch No. 0145

Coat of Arms of Nepal

Schedule-3  
Institution Short listing Certificate issued by Department  
(Related to Article 6(4) of Guidelines)  
Government of Nepal  
Ministry of Labor and Employment  
Foreign Employment Department

**Short Listing Certificate**

Indication No.: 28/072/73

Date:- 2072-08-21 BS (07-12-2015 AD)

This short listing certificate has been issued to M/S ManpowerLink Pvt. Ltd. to supply workers in domestic work under the guidelines 2072 BS (2015 AD) related to supply of domestic worker in foreign employment according to Foreign Employment Act 2064 BS (2007 AD), Foreign Employment Regulation 2064 BS (2007 AD).

Decision date: - 2072-07-02 BS (19-10-2015 AD)

Indication Certificate Issuing Officer's:  
Signature: Sd.  
Name: Shiva Chakra Dhital  
Designation: Section Officer  
Date: - 2072-08-21 BS (07-12-2015 AD)

**Renewal Details**

Date of renewal	Renewal valid date	Renewal fee	Signature and date of renewing officer
2072-08-21 BS (07-12-2015 AD)	End of Ashadh 2073 BS (15-07-2016 AD)	New	Sd./Section officer

"The Translation Copy is True and Verified"

Signature: Name: Jyoti Adhikari  
Date: 15 AUG 2016  
Certificate Number of the Notary Public: 1396  
Date of Expiry of Certificate: Feb. 22, 2018 AD  
Seal of the Notary Public

NOTARY PUBLIC

(owner) صاحب المالك 208

THE ROYAL EMBASSY OF SAUDI ARABIA  
CONSULATE SECTION, KATHMANDU

**ENTRY CARD**

07 MAY 2015

Name Kamal Dev Malla الاسم

Agent Manpower link المكتب

No 350/059/60 الرقم

The bearer of this Card is allowed to communicate with this consulate only in respect of official work, provided there is nothing adverse against him







# Sample Demands

**AL MIEYAR ENGINEERING TRADING & CONTRACTING**  
M/s manpower link (P) Ltd.  
Tel: +977 1 4404138  
Mobile: +977-9851044536

**المعيار الهندسية للتجارة والمقاولات**  
Date: 2017/08/30

**DEMAND LETTER**

Dear Sir/Madam  
We request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below.

No.	Category	No. of workers	Salary (digit)	Salary (in words Qatari Riyal)	Food
01.	LABOURER/Building Worker	20	QR 900	Nine Hundred	QR 300
02.	CARPENTERS	10	QR 1100	Eleven Hundred	QR 300
03.	PLASTER Worker	10	QR 1100	Eleven Hundred	QR 300
04.	PLUMBER	10	QR 1100	Eleven Hundred	QR 300
05.	ELECTRICIAN	10	QR 1400	Fourteen hundred	QR 300
06.	TILE MAKER	10	QR 1100	Eleven Hundred	QR 300
07.	WELDER	05	QR 1100	Eleven Hundred	QR 300
09.	FOREMAN	05	QR 2500	Twenty five hundred	QR 300
10.	OFFICE BOY	02	QR 1000	ONE Thousand	QR 300
11.	DRIVER	04	QR 2000	Two thousand	QR 300
12.	REPRESENTATIVE	03	QR 2200	Twenty two hundred	QR 300
13.	STEEL FIXTURE	10	QR 1100	Eleven hundred	QR 300

Total 99 male workers The following Terms & conditions shall be included in the contract.

- Period of employment : Two years (renewable)
- Place of Employment : Doha, Qatar
- Air Ticket : For Joining the Company for the first time (KTM-DOHA) and then Up & down (doha- ktm) air ticket will be provided after the completion of two years (2 way tkt free) Contract
- Working Hour : 8 hrs per day, 6 days per week (48 hr)
- Over time : As per Qatar Labor Law.
- Probation Period : 90 days from date of entry into Qatar
- Resident permit : Resident permit will be provided by the Company free of the cost.(visa free)
- Accommodation : Free bachelor accommodation should be Provided by the company
- SERVICE CHARGE to Nepal : Not provided by company
- Food : Provided by the company (Value of QR 300)
- Medical / Insurance : Provided by the company
- Transportation (Bus) : Provided by the company
- Uniform, and safety Materials : Provided by the company
- Service Gratuity and Leave pay : Provided by the company as per Qatar Labor Law.
- Other Term & Conditions : A per Qatar Labour Law

Managing Director  
**MOHAMMAD RAQIM SUFIYA AHMAD**  
Q-ID: 28435603421  
**AL MIEYAR ENGINEERING TRADING & CONTRACTING**

Tel/Fax: +974 4436 3179 | Mob: +974 7474 2473, 77581230 | Doha - Qatar, Email: info@amieyarengineering.com

**الوطن للعمالة**  
**ALWATAN MANPOWER**

**Voluntarily binding themselves to the following terms and conditions:**

- Job Categories/Posts: Family Cook, Private Driver, Baby Sitter, House Cleaner, Home Care Servant, Gardener, House Watchman
- Basic Salary: 1200, 1500, 1100, 1100, 1200, 1200 (AED)
- Food: Provided by the Sponsor
- Single Room: Provided by the Sponsor
- Medical and Insurances: Provided by the Sponsor
- Working Hrs Per Day: 8 Hrs
- Rest Per Day: Non stop 8 Hrs
- Working Day Per Week: 6 Days
- Overtime Allowances: As per UAE Laws
- Joining Air Ticket and Returning Air Ticket: Provided by the Sponsor
- Service/ Agency Fee and other cost: Provided by the Sponsor
- Right to Retain NDSW Passport: NDSW
- Right to Retain NDSW's Mobile: NDSW
- End of Service Benefit: One month salary provide
- Visa, Medical Test and Emirate ID Cost: Borne by the Sponsor
- Contract Period: Two Years and Renewable
- Yearly Leave: 30 Days
- Place of Work: UAE
- Other benefits: As per UAE Law

Date:- 22/08/2016

(Signature of Employer) \_\_\_\_\_ (Signature of NDSW) \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_

UAE Recruitment Agency's Name: **ALWATAN MANPOWER** Nepalese Registered Agency's Name **MANPOWERLINK P.LTD**

**ManpowerLink**  
Your complete recruitment partner...

www.alwatanmanpower.com  
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Tel: +971 2 677 88 88 Fax: +971 2 677 88 88 P.O. Box: 116 Abu Dhabi - U.A.E.

**SYARIKAT KAWALAN SERI PADANG SDN. BHD.**  
NO. 8A, JALAN PEKEDAI UI-36, HICOM GLENMARIE INDUSTRIAL PARK,  
40150 SHAH ALAM, SELANGOR DARUL EHSAN.

**RE: DEMAND LETTER FOR RECRUITMENT OF WORKERS FROM NEPAL**

To  
**ThirdEye Resources Pvt. Ltd.**  
Kathmandu, Nepal  
Recruiting License No. 350/059/060

Date: 1 October 2013

Dear Sir,

We hereby appoint your company to recruit Nepali male workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:

- Number of Workers : 150 Male Workers
- Job Categories : Security Guard
- Job Description :
- Age : 25-42 years
- Contract Period : 3 years
- Salary :

Attested by:  
**Chargé d'Affaires a.i**  
**EMBASSY OF NEPAL**  
Suite 13 A.01, 13th Floor  
Wisma MCA, 163 Jalan Ampang  
50450 Kuala Lumpur  
Ref. No. NZ / KL 8714 / 03/2013

**فندق پارس الدولي**  
**PARS INTERNATIONAL HOTEL**

Date: 03-06-2017

**Demand Letter**

To,  
M/s Manpower Link Pvt. Ltd.  
Dhumbrahi-04, Prakash Marg,  
Kathmandu, Nepal  
Recruiting License No 350/059/060  
Tel: +977-1-4008698 | 4008699  
Email: info@manpowerlink.com  
Portal: www.manpowerlink.com

Dear Sir,  
We request you to recruit the following suitable personnel from Nepal for our company under our sponsorship of PARS INTERNATIONAL HOTEL, Kingdom of Bahrain. As per the details given below and endorsed job description:

S. No	Job Title	No. of Workers	Salary per month	Food	Working Hours	Working Days
		Male	Female			
1.	Housekeeping	10	-	100 BD	Yes	8 Hrs/day 6 Days/week
2.	Waitress	-	5	120 BD	Yes	8 Hrs/day 6 Days/week
3.	Waiter	5	-	120 BD	Yes	8 Hrs/day 6 Days/week
4.	Bartender	4	-	150 BD	Yes	8 Hrs/day 6 Days/week
5.	Reception	3	2	130 BD	Yes	8 Hrs/day 6 Days/week
6.	Total	22	7	29		

**Other Terms and Conditions**

- Place of Employment : Kingdom of Bahrain
- Period of Employment : 2 years
- Probation Period : 3 months
- Accommodation : Provided By Company
- Transportation : Provided By Company
- Medical/Insurance : Provided By Company
- Employment Visa/Resident Permit : Provided By Company
- Air Ticket : Initial Joining Ticket & Return Ticket (Both Way Tickets) Provided By Company
- Visa Fee : Visa Cost will be bear by Company
- Food : Provided by the Company
- Other Benefits such as annual leave, over time, leave salary, service indemnity etc. will be provided as per labor laws of the Kingdom of Bahrain.

Thanking you,

**Shaker Al Sayed**  
Human Resources Manager  
Pars International Hotel

www.parsbahrain.net  
P.O. Box 20682, Manama, Kingdom of Bahrain, Tel: 17 814 777, Fax: 17 814 778, E-mail: info@parsbahrain.net, Website: www.parsbahrain.net





**ManpowerLink P. Ltd.**

Dhumbarahi-4, Prakash Marga, Kathmandu, Nepal, Tel.: +977-1-4008698, 4008699, Portal: [www.manpowerlink.com](http://www.manpowerlink.com)



**Life Skills Institute Pvt. Ltd.**

Dhumbarahi-4, Prakash Marga, Kathmandu, Nepal, Tel.: +977-1-4008697, Portal: [www.lifeskills.cc](http://www.lifeskills.cc)

# ManpowerLink Pvt. Ltd.

Dhumbarahi-04, Prakash Marg, Kathmandu, Nepal  
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