



SHREESHA INTERNATIONAL PVT. LTD

Fair & Ethical Recruitment Agency

The Most **Excellent**
Manpower Recruitment
Agency



info@shreeshainternational.com
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Subhakamana Marg, Koteshwor -32,
44600 Kathmandu, Nepal

Shreesha International Pvt. Ltd., Our business is about people as they are every company's biggest asset. Valuable assets in our trade mean employees who are prepared for the job and capable of making impactful contributions to their employers. We are successful when our candidates are able to fulfill their potential, when the motivation born from placing candidates in the right positions helps companies to achieve their visions and attain their goals.



Shreesha International Pvt. Ltd. is a specialized employment agency that focuses on recruiting employees on a permanent, temporary and contract basis for the international companies. We actively recruit across Nepal's vast geographic and social sphere. Our candidates come from rural farming communities, local industries and academic circles.

The history of thriving in the face of adversity has shaped the modern Nepali workforce, and as this generation continues to seek job opportunities abroad, the reputation for steadfast determination hasn't faded. That's why international employers continue to seek qualified candidates from Nepal. Our job as a staffing agency is to maintain the legacy of Nepal's diverse workforce, matching skills and qualifications with the opportunities to achieve.

Established in 2022, the main objective has always been to provide labor power of higher quality and efficiency. Shreesha International (P) Ltd. has helped countless unemployed people by turning them into a workforce resolved to bring a change in their own lives as well as companies who need their assistance.

Shreesha International Pvt Ltd.

Govt. License Number: #1573/079/080

Govt. Regd. Number : 300853/079/080



Namaste! Everyone and warm Greetings.

It gives me immense pleasure to introduce Shreesh International Pvt. Ltd. as one of the reputed and reliable recruiting agency in Nepal, which is duly registered from the Ministry of Labour, Nepal. We are proud to state that within a short and stipulated time frame, we have become one of the best and prominent manpower company for providing the workforce to various countries.

We at Shreesh International Pvt. Ltd. completes our manpower supply deals with proper procedures. We believe in competent and honest work force blended with quality. The organization specializes on recruiting of skilled, semi-skilled and un-skilled workers. The company takes full responsibility to recruit categories of employee from Nepal on behalf of any legally authorized and genuine overseas employment regulation of the government of both the concerning countries.

Looking forward to hear from you soon and assuring our best services at all times, | remain.

Our Vision : is pretty simple, we want to be the Manpower Service Providers. Our vision is also to be the preferred company for Manpower Placement and all other solutions offered to our clients. We aspire to become the most preferred organization for our clients, candidates and employees.

Our Mission : To build a vibrant organization by providing quality staffing solutions, along with innovating ourselves constantly, to be the leader of global trends in the sector. We also have a mission to change lives every day one job at a time.

Thanking you !

Mr. JAY SHAH

Managing Director

Shreesh International (P) Ltd.

+9779851170700

+9779801170700

Categories We Provide

Security Training

We have intensive sources of Security Guards as being successfully operating the business maintaining overall quality for a long time which has built immense goodwill in Nepal as well as in UAE. Over the past years, we have performed numerous and repeated projects with the reputed Security Companies of Malaysia, and hence have vast database for same as Countries Qatar, UAE, KSA, Bahrain, Oman & Kuwait.

Security Guard

- Ex-Nepalese Army
- Ex-British Gurkha Army
- Ex-Nepalese Police
- Ex-Indian Army
- Ex-Armed Police Force
- Civil Security Guards



Categories We Provide



VEHICLE/HEAVY EQUIPMENT OPERATOR AUTO MECHANIC AND MAINTENANCE

- Light Vehicle Drivers
- Car/Van/Minibus Drivers
- Heavy Equipment Operators
- Truck/Lorry/Trailer/Forklift/Crane Operator
- Motor/ Grader/Dozer/Backhoe Operator
- Roller Operators
- Bulldozer Operator
- Scraper Operator
- Auto Mechanic
- Diesel Mechanics
- Heavy Duty Mechanic
- Wireless Technician
- Denter/Painter

HOTEL AND CATERING STAFF

- Manager and Asst. Manager
- Public Relation Officer
- Restaurant Captain
- Cook (Continental, Chinese, Indian and Arabic)
- Asst. Cooks
- Waiters/Stewards
- Fast Food Crew
- Food and Beverage Controller
- Food and Beverage Manager
- Bakers/Barman
- Kitchen Helpers
- Dishwasher men
- Laundrymen
- Pressmen/Janitors
- Housekeepers/Room makers
- Office Boys/Tea Boys/Bell Boys

GARMENTS AND TEXTILE

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



ENGINEERING

- Electrical Engineer
- Mechanical Engineer
- Electronic Engineer
- Civil Engineer

AGRICULTURAL & FARMING GROUP

- Engineer Landscaping
- Engineer Irrigation
- Supervisors
- Foremen
- Gardeners/Farmers

OFFICE PERSONNEL MANAGEMENT

- Office Manager/Asst. Manager
- Manager - Marketing, Sales, Admin.
- Accountants, Cashiers
- Secretaries, Storekeeper, Purchasers
- Clerks, Typists, Data Entry Operators

SUPERMARKET

- Salesman
- Check out Cashier
- Trolley Boys
- Shelves/ Rack Organizers
- Cleaners/Stockers/Merchandiser

MANUFACTURING

- Automotive
- Petrochemical & Associated Products
- Building Products
- Consumer Products
- Forestry Pulp & Paper
- Machinery & Equipment
- Pharmaceuticals
- Industrial Products
- Defense



AIR CONDITIONING (WINDOW TYPE, SPLIT LEVEL & CENTRAL UNIT)

- HVAC Engineers
- HVAC Foreman
- HVAC Supervisors
- HVAC Technicians

HOSPITAL STAFF GROUP

- Doctor: Gynecology (Surgeon); MRCOG
- Doctor: Physician (General); MD
- Doctor: Surgeon; MD
- Doctor: Gynecology; MS
- Doctor: Urology; MS
- Doctor: Skin (Skin & UD); MD
- Doctor: Nephrology; MD
- RN Nurses (General Ward) - Diploma
- RN Nurses (Midwifery Gynecology) Diploma
- RN Nurses (ICU) - Diploma
- RN Nurses (Surgery/ Operation Theatre) - Diploma
- Asst. Nurses (Cleaners) Male - Diploma
- Asst. Nurses (Cleaners) Female - Diploma
- Technician Lab - Diploma
- X-ray Technician - Diploma

INFORMATION TECHNOLOGY

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

Recruitment Process

Pre-Labour Approval

After receiving the authorized demand letter from the company, the document are presented for pre-labor 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. Shreesh International (P.) 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 up to date data bank of potential candidate with full information on their skill and education, technical know how and experience as per the employer criterion. SHREESHA INTERNATIONAL (P.) 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 we arrange for telephone or skype interview.



Medical Checkup

Only selected candidate will send for full medical examination to the medical center 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

We send all the necessary documents as per requirement for 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.

Communications

Departments of SHREESHA INTERNATIONAL Private 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.



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 confirm seats to the nearest airport of origin country. After the flight is confirmed we send flight details to our employer requesting them for airport pick-up and hostel arrangement.

Required Documents

Requirements of documents from workers seeking employment vary from one country to another. Requirement of documents also depend on whether the embassy of the manpower importing country has a diplomatic mission in Nepal or not. Basically, we demand two types of documents before making a final decision for sending workers overseas. We follow the standard government provisions to avoid unnecessary hassles to the workers.

Principle Documents:

1. Demand Letter
2. Power of Attorney
3. Employment Contract
4. Service Agreement between Company & our Company
5. Guarantee Letter

This set of recruitment documents can be downloaded from the Nepal embassy website of the country concerned.

Demand Letter

Addressed to authorizing Shreesha International (P) Ltd. (Lic.No. #1573/079/080) Kathmandu, Nepal mentioning the number of workers required in each categories with salary, duty hour, food, accommodation & other benefits to workers.

Power of Attorney

Addressed to authorizing Shreesha International (P) Ltd. Lic. No. #1573/079/080) Kathmandu, Nepal to be true and lawful attorney and agent of Nepal.

Service Agreement

Employing Company should provide us service agreement between company and recruitment agency in Nepal.

Employment Contract

One copy each signed and Sealed by the employer & employee.

Guarantee Letter

Signed and stamped copy by the employer company should be mention that not to be deploy to other countries for work purpose.

For The Kingdom of Saudi Arab

Following additional Documents are essential for KSA only.

AUTHORIZATION LETTER/COUNSELLOR LETTER

COMPANY REGISTRATION (CR) COPY

VISA APPROVAL SLIP (BANK SLIP)

Note: Documents Should be duly sealed by the Ministry of Foreign Affairs, Chamber of Commerce or concerned Government Authority & Nepalese Embassy of the respective country.

WHY WE REQUEST YOU TO CHOOSE US?



Why is Nepalese Manpower- Shreesha International Pvt. Ltd the right recruitment partner for you?

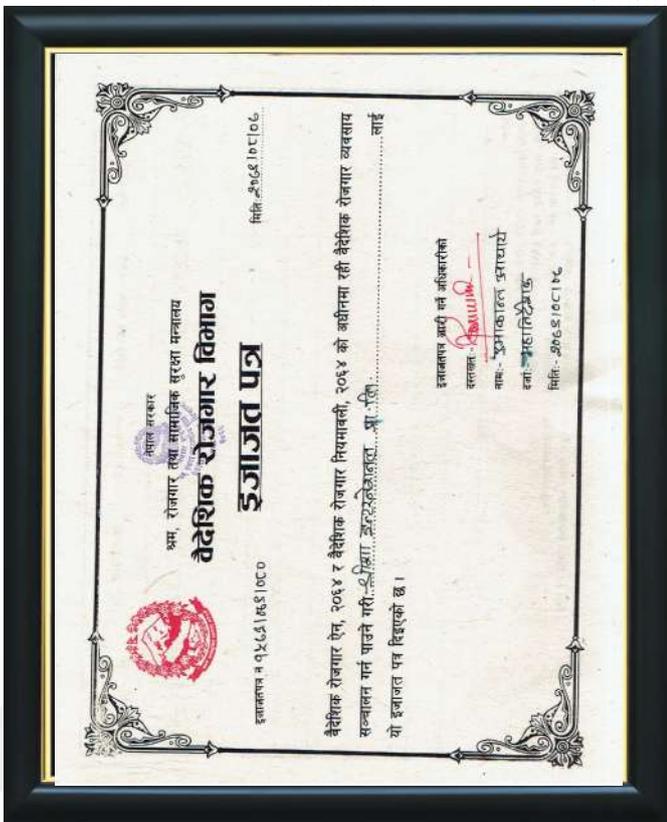
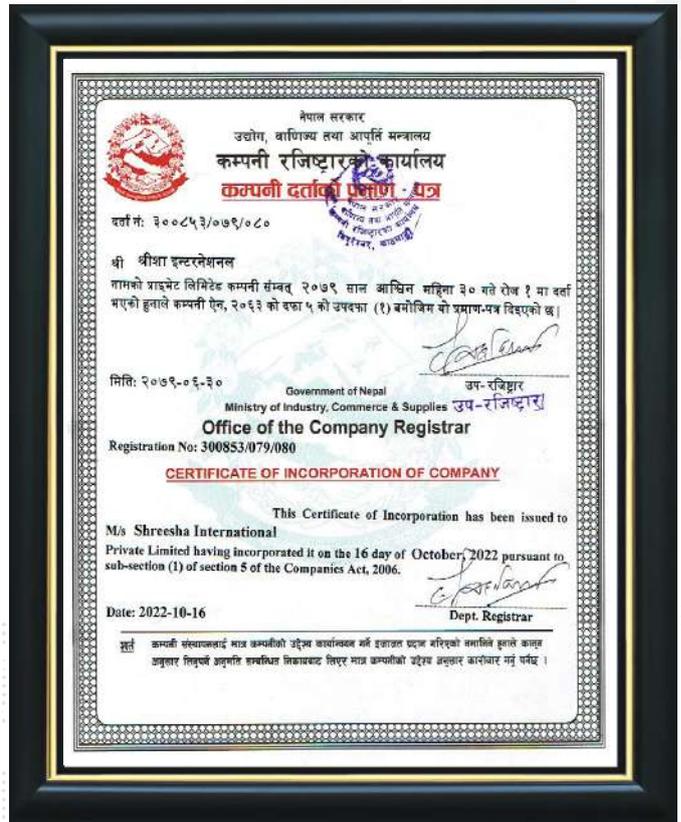
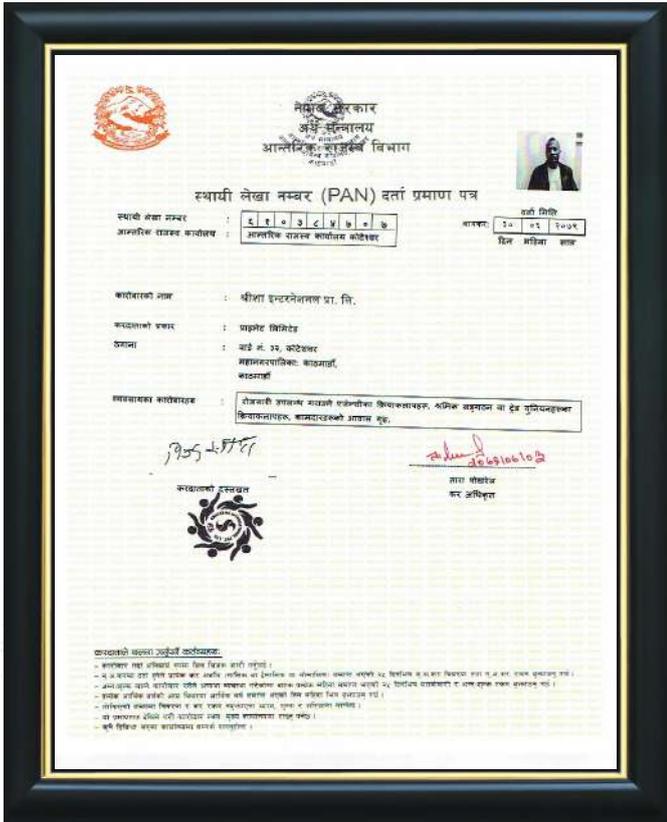
Most recruiters don't understand your business well enough to appreciate the impact that one bad hire can have on profit margins and business performance. We do – and that's why we draw on our expertise in recruitment, Hospitality Management, Sales management and commercial operations to find the right candidate for you to deliver business success. Most importantly, we operate strategically to partner closely with your business and help you achieve your objectives. So whether that's replacing staff or building a new team in a new market, we can tailor the right solution for you.

What for Shreesha International (P) Ltd. ?

Minimize Risk

we reduce the risk of making a bad choice when it comes to candidate selection. Save your time – we save your time and get your new hires delivering results for you sooner rather than later. Expertise within specific industries – our management team includes specialists from specific sectors to work in partnership with you. Knowledge – we have deep industry expertise in the sectors where we operate. Consultative – we take a consultative approach to devising the right strategy for you. Honest – we deliver a good, honest service to our clients; backed up by experience and expertise. Thorough – we go the extra mile, crafting plans and strategies with you to get the right people on board.

LEGAL DOCUMENTS



Distributed by: Nepal Notary Public Council
S.N. 1679144

Government of Nepal
Ministry of Finance
Inland Revenue Department

PERMANENT ACCOUNT NUMBER (PAN) REGISTRATION CERTIFICATE

Permanent Account No. 0110384707

Inland Revenue Office Inland Revenue Office Koteswari

Registration Date: 30 06 2019
Income Tax: 16 10 2022

Business Name: Shreesh International Pvt. Ltd.
Type of Taxpayer: Private Limited
Address: Ward No. 32, Koteswari, Metropolitan City, Kathmandu
Businesses Activities: Employment providing agency's activities, activities of labor union or trade union, residential home of employees

SD. 2076/07/03 B.S. (October 20, 2019 A.D.)
Signature of Tax Payer Signature of Tax Officer

Terms and conditions to be followed by the Tax Payer:
-All shall be issued mandatory at the time of transaction.
-If issuer registered in VAT shall have to submit the statement and tax amount (monthly or bi monthly or six monthly) in each tax period within 20 days from the expiry date of the tax period.
-Transactions which include excise duty subject to no other provisions shall have to submit monthly report and excise amount within 20 days from the expiry of the each month.
-Income tax statement of each fiscal year shall have to submit within end of the month.
-Income tax and penalty shall be reported on if failed to submit the statement and tax amount.
-This certificate should be displayed for all at the business place of office.
-In case any confusion contact to the office.

Signature and Seal of the Tax Officer:
Signature: [Signature]
Date: 16/10/2022
Date of Expiry of Certificate: 16.10.2025
Seal of the Tax Officer

Distributed by: Nepal Notary Public Council
S.N. 1679145

Government of Nepal
Ministry of Industry, Commerce & Suppliers
Office of the Company Registrar

Registration No.: 300853/079/080

CERTIFICATE OF INCORPORATION OF COMPANY

This certificate of Incorporation has been issued to M/s. Shreesh International Private Limited having incorporated it on the 16 day of October, 2022 pursuant to Sub-Section (1) of Section 5 of the Companies Act 2066.

Date: 2022-10-16

Sd. Dept. Registrar

Condition: Whereas mere registration of company is not assumed license to execute the objective of company, the business shall be operated only after obtaining permission according to objective of company from concerned entity to be obtained pursuant to law.

Signature and Seal of the Registrar:
Signature: [Signature]
Date: 16/10/2022
Date of Expiry of Certificate: 16.10.2025
Seal of the Registrar

GRIFFIN

UNDERSTANDING AND IMPLEMENTATION OF RESPONSIBLE BUSINESS ALLIANCE (RBA VERSION 7.0)

Certificate of Participation

THIS IS TO CERTIFY THAT

JAY SHAH
SHREESHA INTERNATIONAL PVT. LTD.

HAS ATTENDED AND SUCCESSFULLY PARTICIPATED TRAINING PROGRAM ON

UNDERSTANDING AND IMPLEMENTATION OF RESPONSIBLE BUSINESS ALLIANCE (RBA VERSION 7.0)

On: 08 & 09 DECEMBER 2022

S. SHREESH KUMAR Bhattarai
TRADING MANAGER

GRIFFIN CONSULTING PVT. LTD.

FICC

CERTIFICATE OF PARTICIPATION

THIS CERTIFIES THAT

JATA SHANKAR SHAH
SHREESHA INTERNATIONAL PVT. LTD.
HAS SUCCESSFULLY ATTENDED
AWARENESS OF RESPONSIBLE
BUSINESS ALLIANCE

HELD ON
08 December 2022

Griffin Training Director

OUR DESTINATION TO SUPPLY HUMAN RESOURCES



MALAYSIA



QATAR



KUWAIT



UAE



BAHRAIN



SAUDI ARABIA



OMAN



CYPRUS



EUROPE



OUR CLIENTS



MALAYSIA CLIENTS



DUBAI, QATAR & SAUDI ARABIA CLIENTS





SHREESHA INTERNATIONAL PVT. LTD



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