



# COMPANY PROFILE

Govt. Lic. No : 1025/068/69

## Link Star Manpower Services Pvt. Ltd.

P.O. Box: 11972, Gangabu-5, Ktm, Nepal

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[info@linkstar.com.np](mailto:info@linkstar.com.np)



[www.linkstar.com.np](http://www.linkstar.com.np)



# Words from Chairperson



Chandra Mani Rai  
Chairperson

'Link Star Manpower Services Pvt. Ltd.' takes pride and pleased in being the moderating vendor of outsource human labour and wants to humbly thank all its foreign and domestic associates and clients, who trusted us enough to make possible what we are planning and executing.

Having been in the industry for over several years, we envision global prosperity as well as mutual welfare of both all Nepalese manpower and overseas businesses organization.

Nepalese professionals are the most pursued in every sector globally, for their intellectual, technical, physical and adaptive abilities. And when it comes to outsourcing manpower

I would like to assure on the reliability and accuracy on us.

Thanking You.





# *Words from Managing Director*



**Durga Mani Rai**  
Managing Director

**In present, there are hundreds of recruiting companies in Nepal, among which Link Star Manpower is found to be most specific and the reliable as its expert team, its collaboration, its formation, and as a whole, its vision to look after why foreign employment is so vital for today's generation.**

**We aim to make the right assimilation of the two parties and have the progressive initiation for the betterment of an individual and company. Hovering to quarries and information may deprive the reality and lacks the reliability, so, Link Star Manpower goes so closely to every intuition and acts accordingly.**

**We have established Help Desk, Public Relation Desk, Quarries Desk that address to the people directly. Our Website helps the clients abroad to know about us and Nepalese workers. Likewise, management is always eager to deal on the different issues with clients. As our success is closely related with our well-wisher, clients and the employee candidate we are always ready to co-ordinate with deep respect and responsibility. With experience of many years in the best Manpower from Nepal, I want to assure for quality services.**

**Thank you for your business.**



# *Words from Int'l Marketing Director*



**Sanju B.K.**  
Int'l Marketing Director

**Dear Clients & Employers,**

**It is great pleasure to introduce ourselves as a specialist in the field of Manpower Recruiting. we are here for you to give the best of human work force, Whether our candidates with previous overseas employment experience, or those entering into overseas assignments for the first time, we ensure they're available at the most competitive pay scales, and yet prepared in every which way to deliver maximum efficiency. Even our continual expansion in workforce and client base cannot deter our commitment to you, or compel us to compromise on our quality.**

**Having ingenious quality, we built a glorious reputation providing a total co-operations & services to our valued & respected clients promptly, efficiently, and providing more workers as required by the principal. We always keep our client's interest in the highest priority in order to place the workers. We used to recruit manpower as professionals, Highly Skilled, Skilled, Semi-Skilled, Unskilled workers having knowledge of English & Hindi speaking within shortest possible time as required.**

**You may contact us on any business day for any inquisition regarding the further information about our organization and services.**



# *Words from General Manager*



**Padam Sundar Rai**  
General Manager

**'Link Star Manpower Services Pvt. Ltd.'** takes plume and pride in being the leading company of outsourced manpower and wants to humbly thank all its national and international affiliates and clients, whose hard work, faith & trust makes us potential and capable to deploze finest human force to work all over the world.

We are confident and Positive of fulfilling every aspects of recruitment with promising results. We stand by every averment we make in regards to how perfectly Nepalese professionals can enhance your organizations functioning and productivity. Nepalese professionals are the most pursued in every sector globally, for their intellectual, technical, physical and adaptive abilities. And when it comes to outsourcing manpower, we're the first and often the only company, which off-shore employers as well Nepalese professionals find dependable enough.

I would like to assure on the reliability and accuracy on us.

Thank You,





## ***Words From Link Star Team***

It is our great pleasure to introduce ourselves as one of the fast growing recruitment/manpower agency operating in Nepal.

We would like to bring it to our valued client's notice that Link Star Manpower Services Pvt. Ltd., with its competent staff member stands for quality services in order to meet required demands of the clients.

We always consider the fact that the human potential should be utilized to the maximum extent for the betterment of the world. Hence, our priority is always to bridge up the opportunities and the human resources. In short, we undertake the responsibility to provide the right worker for the right job. We look forward to working with your esteemed organization in the days to come with mutual benefits.

Assuring you of quality services.



## About us



LINK STAR MANPOWER SERVICES PVT. LTD. is a registered recruitment agency in Nepal supplying unskilled, semi-skilled and skilled manpower to various industries in Europe, Asia & Middle East. The main industries of focus include: Hospitality, Agriculture Transportation, Construction, Manufacturing, Security and Various Others.

We are glad to introduce ourselves in the field of manpower recruiting companies in Nepal with enrich experience in the local and foreign markets. We are found to be most specific and reliable with its expert team and its vision to look after why foreign employment is so vital for today's generation.

Our mission is to provide our clients and candidates with the excellent recruitment services based on mutual trust and the highest professional standards driven by quality and cost consciousness.

## Organizational Chart





# VISION MISSION VALUES

## *Vision*







Our Vision is to be the definitive HR Consultancy and Recruitment Solutions partner for all our clients.

## *Mission*






To provide the insight knowledge of Human Resource thereby the reason and desire to always use the best Human Resources practices.

## *Values*

We give our commitment to a service that at all times:

-  Develops and empower individuals, teams and organizations.
-  Provides on-going support and advice.
-  Develops programmes, processes and systems that "fit" organizations and meet their needs.
-  Provides an emphasis on practical skill development based on proven management theory.
-  Is committed to professionalism and excellence.
-  Provides clients with value for each Dollar invested

## *Our Unique Services*

-  We recruit and retain the highest caliber of experienced employees with proven ability of providing customer service excellence at all times.
-  They will create stringent recruitment strategies bespoke to your business need, which will outline a cost effective method of recruiting new talent into your organization along with timescales involved.
-  As a standard element of the recruitment process, each candidate is assessed through a competency based interview and objectively presented with full interview reports.
-  We invest time to ensure that we understand your business; its organizational make-up, culture, strategic direction, performance goals and competitive position.
-  Professional Standards we conduct our business following strict ethical standards, maintaining complete confidentiality for candidates and clients alike.





## Required Documents

### *Demand Letter*

An original copy of Demand Letter from the foreign employer containing details of required number, category and salary offered accordingly attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available in the country.

### *Guarantee Letter*

An original copy of Guarantee Letter duly signed by employer and attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available.

### *Agency Agreement*

An original copy of Agency Agreement from the foreign employer containing details of required number, category and salary offered accordingly attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available in the country.

### *Power of Attorney*

An original copy of Power of Attorney from the foreign employer containing details of required number, category and salary offered accordingly attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available in the country.

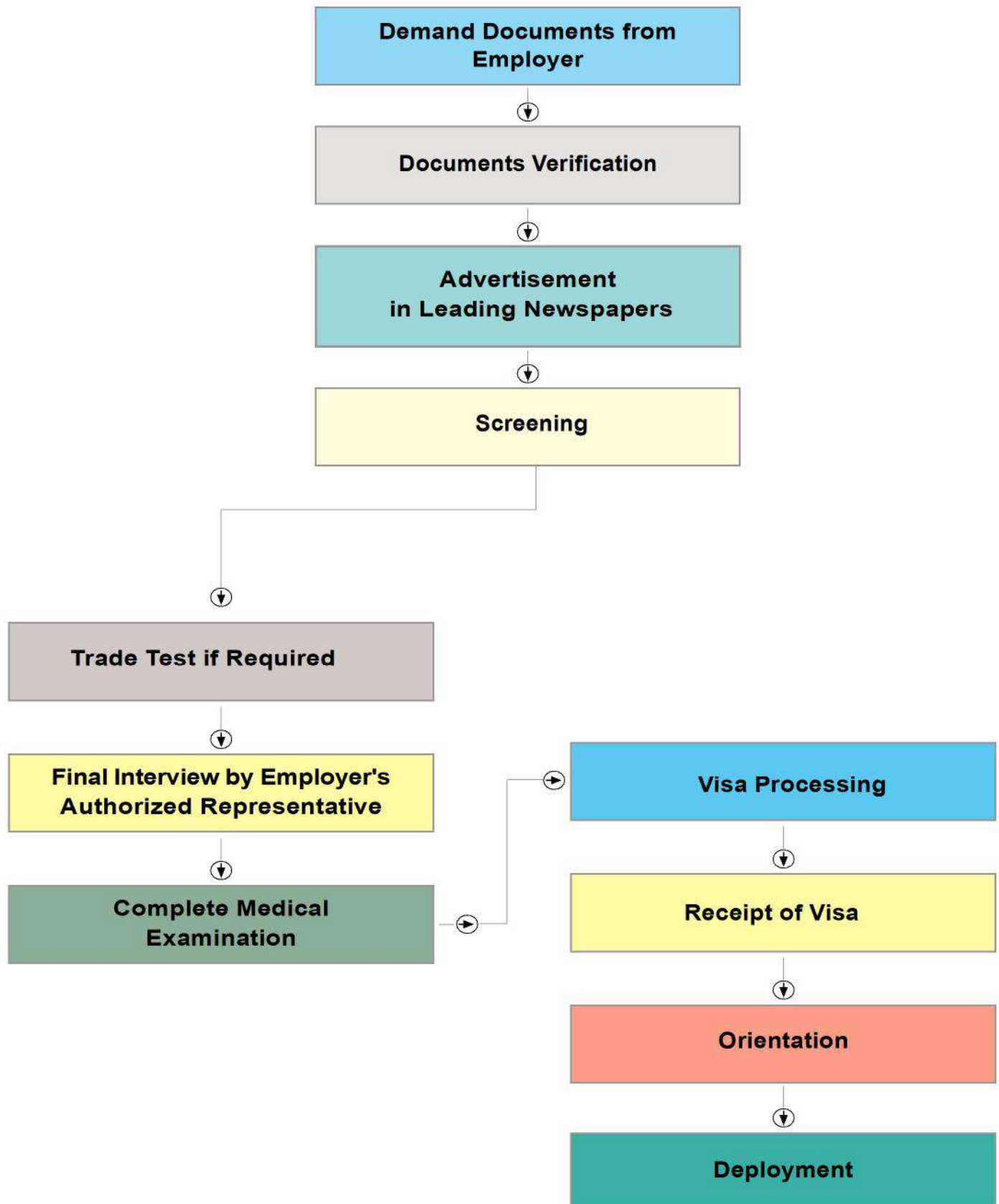
### *Employment Contract*

An original copy of Employment Contract providing guarantee to the Ministry of Labour, Nepal, stating the workers will be working as per the attested documents provided.



# RECRUITMENT

## Procedure





# CATEGORIES

## From Nepal



### PROFESSIONAL

- ☛ Civil Engineer
- ☛ Mechanical Engineer
- ☛ Chemical Engineer
- ☛ Electrical Engineer
- ☛ Agricultural Specialist



### SKILL & UNSKILLED LABOUR

- ☛ Laundry & Iron Man
- ☛ General Labour
- ☛ Cleaner Labour
- ☛ Construction Labour
- ☛ Garbage Man
- ☛ Gardener

### CARPENTRY WORK

- ☛ Furniture Carpenter
- ☛ Joinery / Assembler
- ☛ Shuttering Carpenters
- ☛ Helpers

### MECHANICAL WORK

- ☛ Mechanic Heavy Duty
- ☛ Diesel Mechanic
- ☛ Mechanic Light Duty
- ☛ Auto Painter
- ☛ Body Repairer
- ☛ Welder
- ☛ Tire Repairer

### OPERATOR - DRIVER

- ☛ Heavy Equipment Operator
- ☛ Heavy Duty Driver
- ☛ Light Duty Driver
- ☛ Time Keeper
- ☛ Sweeper
- ☛ Cleaner (Male/Female)
- ☛ Gardener

### ELECTRICAL WORK

- ☛ Electrician Industrial
- ☛ Electrician Building
- ☛ Electrical Motor Rewinder
- ☛ Helper







## HOTEL

- ☛ Manager
- ☛ Accountant
- ☛ Cook Continental/Indian
- ☛ Chinese
- ☛ Cashier
- ☛ Store Keeper
- ☛ Time Keeper
- ☛ Receptionist
- ☛ Steward
- ☛ Waiter / Waitress
- ☛ Bell Boy
- ☛ Cleaney
- ☛ Room Boy
- ☛ Gardener







## CAREGIVERS

- ☛ Nany
- ☛ Cleaners
- ☛ House Keeper

## ADMINISTRATIVE CLERICAL

- ☛ Manager
- ☛ Administrative Officer
- ☛ Accountant
- ☛ Camp Boss
- ☛ Administrative Assistant
- ☛ Store Keeper
- ☛ Computer Operator
- ☛ Clerk / Typist
- ☛ Time Keeper

## MEDICAL PERSONNEL

- ☛ Doctors
- ☛ Admin. Officer
- ☛ Warden
- ☛ Pharmacists
- ☛ Nurse (Male/Female)
- ☛ Accountant
- ☛ Store Keeper
- ☛ Cashier

## SUPER MARKET

- ☛ Manager
- ☛ Accountant
- ☛ Supervisor
- ☛ Cashier
- ☛ Storekeeper
- ☛ Salesman
- ☛ Computer Operator
- ☛ Cleaner







## SECURITY GUARD

- ☛ Civil Security Guards
- ☛ Ex-Army Security Guards
- ☛ Ex-Police Security Guards
- ☛ Ex-British Gurkha Guards
- ☛ Gate Keepers
- ☛ Body Guard
- ☛ Security Personnel
- ☛ Watchman



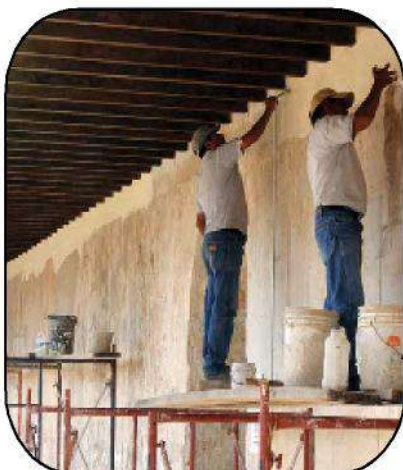
## MASONRY WORK

- ☛ Marble / Chips
- ☛ Brick / Block / Plaster
- ☛ Steel Fixer
- ☛ Helper



## PIPING WORK

- ☛ Plumber Industrial
- ☛ Plumber Building
- ☛ Helpers





# SOME REGULAR Clients & Business Partners

FROM UAE



CLAIRVOYANT  
FACILITY MANAGEMENT L.L.C

INTERCAT



WIN PACK L.L.C



الغزال للمواصلات  
Al Ghazal Transport



FROM KUWAIT



الغذاء الزراعية  
Agricultural Food



Al Khashab  
International Group

True Value

تروفايدو

GRAVITY  
the gravitating coffee

عصير لذيذة

DHAHIA JUICE  
\*SINCE 1978\*



FROM KSA





# SOME REGULAR Clients & Business Partners

## FROM MALAYSIA

AMCOP SECURITY RESOURCES SDN BHD



IMPERIAL GARMENTS



NO IMAGE

POH KONG®

## FROM QATAR



ZAEEM GROUP W.L.L.



# LICENCES & Certificates

Issued by:  
Nepal Notary Public Council  
S.N. 351868

Government of Nepal  
Ministry of Labor, Employment and Social Security  
Department of Foreign Employment

License No.: 1025/068/069

Date: 2077/03/31 B.S.  
(July 15, 2020 A.D.)

**LICENCE**

Whereas, the Link Star Manpower Services Pvt. Ltd. has been established after amalgamation of following organizations by the decision of Department, dated 2076/12/07 B.S. (March 20, 2020 A.D.) for the purpose of Section 11(2), 11(A) and 11(B) of Foreign Employment Act, 2064 (2007 A.D.) and Rule 6 and 8A of Foreign Employment Regulation 2064 (2007 A.D.), this License has been issued to you for the operation of foreign employment business, thereof.

Organizations Amalgamated to each other

S.No.	Name of the organizations	License No.
1	Link Star Manpower Services Pvt. Ltd.	1025
2	World Network Overseas Pvt. Ltd.	1337
3		
4		

Issuing Authority  
Signature: Sd.  
Name, Surname: Kumar Prasad Dahal  
Designation: Director General

"The Taskholder is to be verified"  
Signature: Sd.  
Name: Madhusudan Prasad  
Date: August 19, 2020  
Certificate Number of the Notary Public: 2020  
Date of Expiry of Certificate: 15.12.2020  
Code of the Notary Public: 351868

Issued by:  
Nepal Notary Public Council  
S.N. 351869

Date of Renewal	Date of Validity	Renew Fee	Additional Renew Fee	Signature of Renewal
2078/03/31 B.S. (July 15, 2021 A.D.)	Till the end of Asar 2079 (July 15, 2022 A.D.)	10,000/-		Sd. Section Officer

**Conditions:**

- No work shall be carried out by opening branch Office without obtaining approval.
- No worker shall be sent on any condition to other country except in than the permitted countries.
- Directions issued from time to time by Government of Nepal shall be followed in addition to the provisions mentioned in prevailing acts and rules.

"The Taskholder is to be verified"  
Signature: Sd.  
Name: Madhusudan Prasad  
Date: August 17, 2020  
Certificate Number of the Notary Public: 2020  
Date of Expiry of Certificate: 15.12.2020  
Code of the Notary Public: 351869

नेपाल सरकार  
धर्म, रोजगार तथा सामाजिक सुरक्षा मन्त्रालय  
वैदेशिक रोजगार विभाग

इजाजत पत्र

इजाजत पत्र नं. १०३२/०६८/०६८

मिति: २०७८/०६/२९

वैदेशिक रोजगार ऐन, २०६४ को दफा ११(२), ११क र ११ख एवं वैदेशिक रोजगार नियमावली, २०६४ को नियम ६ र ८क को प्रावधान बमोजिम विभागको मिति २०७६/०३/०६ को निर्णय अनुसार देहायका संस्थाहरू एक आपसमा गाभिएर सिद्धिचन्द्रा वैदेशिक रोजगार समितिको रूपमा संस्था कायम भएकोले तपाईंलाई वैदेशिक रोजगार व्यवसाय सञ्चालन गर्न यो इजाजत पत्र प्रदान गरिएको छ।

एक आपस गाभिएका संस्थाहरू

क्र.सं.	संस्थाको नाम	इजाजत पत्र नं.
१	सिद्धिचन्द्रा वैदेशिक रोजगार समिति	१०३२/०६८/०६८
२	सिद्धिचन्द्रा वैदेशिक रोजगार समिति	१०३२/०६८/०६८
३		
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५		
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इजाजतपत्र जारी गर्ने अधिकारीको  
सहस्रतः-  
नाम, धर्म- कुमारी देवी देवता  
इजाजत- लक्ष्मी देवी



[illegible]

नेपाल सरकार  
उद्योग विभाग

**कम्पनी रजिष्टारको कार्यालय**  
**कम्पनी दर्ताको प्रमाण पत्र**

दर्ता नं. ७९२३१/०६७/०६८

श्री लिंक स्टार मैनपावर सर्विसेज नामको  
 प्राइभेट लिमिटेड कम्पनी सम्वत् २० १०७० साल चुन महिना १३ गते  
 रोज मा दता भएको हुनाले कम्पनी ऐन, २०६३ को दफा ५ को उपदफा (१)  
 बमोजिम यो प्रमाण-पत्र दिइएको छ ।

मिति: २०६७/१२/२३ १७/१२/२३

Government of Nepal  
Ministry of Industry

**Office of the Company Registrar**

Registration No. ७९२३१/०६७/०६८

**CERTIFICATE OF INCORPORATION OF COMPANY**

This Certificate of Incorporation has been issued to  
 M/s Link Star Manpower Service  
 Private Limited having incorporated it on the 7 day of Jan 2011, pursuant  
 to sub-section (1) of section 5 of the Companies Act 2006.

Date: 2011/1/7 Asst. Registrar

यस कम्पनीको नाम रजिष्टारको कार्यालयमा दर्ता भएको छ। यस कम्पनीको नाम रजिष्टारको कार्यालयमा दर्ता भएको छ। यस कम्पनीको नाम रजिष्टारको कार्यालयमा दर्ता भएको छ।

नविकरण गरेको मिति	नविकरण गृहण गर्ने मिति	नविकरण रसुर	या नविकरण रसुर	गर्ने नविकरण अधिकारीको सहितको मिति
२०६८/३/१८	२०६८ साउन २०			
०६६/४/१९	०६८ आषाढ २०	१००००८		२०६८/४/१९ शाखा अधिकृत
२०६८/३/३९	२०६८ साउन २०	१०,०००		शाखा अधिकृत

**नोटहरू**

१. स्वीकृति नभएको अवस्थामा खोली काम गर्ने पाउने छैन ।
२. इलाका प्रमुखको स्वीकृति नभएको अवस्थामा खोली काम गर्ने पाउने छैन ।
३. प्रस्तावित रकम निशानमा भएको अवस्थामा खोली काम गर्ने पाउने छैन ।





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# Link Star Manpower Services Pvt. Ltd.

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Website: [www.linkstar.com.np](http://www.linkstar.com.np)

