



Reg.No.164920/073/74



S.N. RECRUITING
SERVICE PVT.LTD.

License No 1284/074/75

S.N. RECRUITING SERVICE (P.) LTD.

(Manpower Recruiting Agency)

Buddha park, Swoyambhu-15, Kathmandu, Nepal
Phone:+977-1-4033517
Email: info@snrecruiting.com.np
Website: www.snrecruiting.com.np

Reg.No.164920/073/74



Your Right Partner...

S.N. RECRUITING
SERVICE PVT.LTD.

License No 1284/074/75

S.N. RECRUITING SERVICE (P.) LTD.

(Manpower Recruiting Agency)



Buddha park, Swoyambhu-15, Kathmandu, Nepal
Phone:+977-1-4033517
Email: info@snrecruiting.com.np
Website: www.snrecruiting.com.np



Welcome to **SN RECRUITING SERVICE (P.) LTD.**

S.N. Recruiting Service (P.) Ltd. is an integrated human resource provider company, incorporated under Labor Division; Government of Nepal approved license no. 1284/074/75 with a well equipped and a well-experienced team. Our company is centrally located in the heart of the beautiful and ecstatic City of Kathmandu.

We are headed by a team of highly qualified professionals with years of experience in various aspects of human resources. Our main strategy is to understand the customers need and provide the best solutions that serve the need of candidates as well as the requirements of the clients.

We are the outreach vehicle of Nepalese people who wish to work in foreign countries, namely the Gulf countries, South East Asia, East Asia, Europe and othera countries.

Our wide network of recruiting centers that is spread over remote areas of Nepal has provided us access to a huge number of skilled and unskilled workers. We further coach the approved workforce to enhance their work knowledge based on the countries they, will be going to. Additionally, we also have access to professionals who are seeking to work abroad.

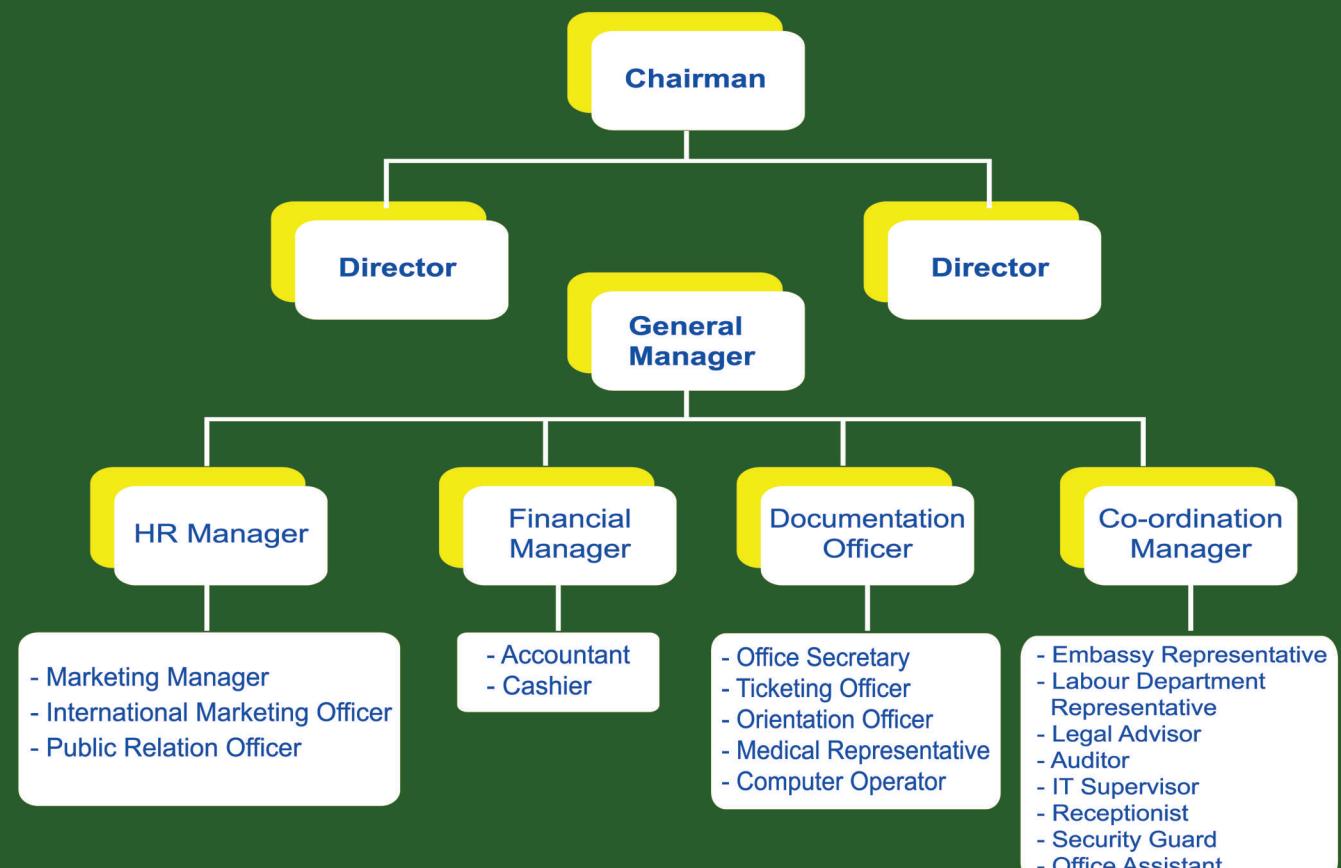
Our core values are based on integrity and transparency thus providing the clients and job seekers, a reliable platform to conduct business., Choosing Rising Recruitment as your recruitment will no doubt be a long lasting business relationship because we believe in keeping our relationships healthy and fruitful for all.

Message from S.N. Recruiting Service (P.) Ltd.

Dear Clients;

S.N. Recruiting Service (P.) Ltd. is established by a team of dedicated and committed professionals with a mission to uplift the living standard of the needy Nepalese people by recruiting them with the decent and well paid overseas jobs. It has already proved itself as an ideal connection point between the job seekers and employers. S.N. Recruiting Service (P.) Ltd. is fully registered with Nepal Government, Ministry of Labour under department of foreign employment(DOFE).

Organizational Chart



Message from Chairman



Dear Friends and Associates,
Namaste and warm greeting from Nepal!

In the past few years, Nepalese people have been widely accepted, welcomed and extended in various occupations and capacities in the foreign employment sector. Nepalese are well known for their loyalty, honesty, bravery, simplicity and hard work around the world.

To cater the needs of the ever-growing demand of the Nepalese workers world wide thus S.N. Recruiting Service (P.) Ltd. is established. In the ocean of numerous overseas recruiting agencies, we are proud to stand ourselves with most effective and professional service provider. We are capable of supplying technically & Professionally skilled, semiskilled & nonskilled manpower based as per the demand of our clients, we have reservoir of complete solution to the need of human resource.

The success of S.N. Recruiting Service (P.) Ltd. is built upon the basis of maintaining close good relationships combined with personal interaction and a commitment to provide a quality service to our clients and candidates. This philosophy produces the optimum understanding of our client's business and efficient and cost effective solution to the process.

We will present candidate information in confident without distortion or commission of any relevant data and only after an in-depth discussion and with permission of the candidate concerned. We will assist and advices throughout the interviewing process, maintaining contacts with both parties and ensure that packages and acceptable to both parties.

Our approach is professional and we operate under clear internal guidelines, ensuring the highest standards of professional practice. We accept only those assignment that we believe we are qualified to undertake successfully. We undertake to evaluate and appraise candidates on the basis of their background, achievements, qualifications and suitability for the position for which they are being considered.

Every possible step will be taken to insure that individuals are treated equally and fairly and that decisions on recruitments, selection, training, promotion and career management are based solely on objectives and job related criteria.

At last I would like to thank all our friends and associates who believed on us and helped us stand tall in the area of the Nepalese manpower industry.

Thank you

With Best Regards
G.B. Shrestha (Suman)
S.N. RECRUITING SERVICE (P.) LTD.
Chairman
Email: gokarna@snrecruiting.com.np



Message from Director

-Bishwash Timilsina

Mobile No. +977 9851119494



Dear Valued Clients,
Warm Greetings from the land of the Himalayas, Nepal.

We the S.N. Recruiting Services Pvt. Ltd. believe in the essence of the said words. Our much strength will be brought in synergy to help us do our job better. We are determined to enhance our ability to enable us to respond more rapidly to the fast changing international development of the recruitment landscape.

Today, writing this message gives me immense pleasure. We have converted every moment into a success in the past years. With hard work, dedication, sense of selfless service and high-spirited team, we have made difference in Nepalese manpower industry.

Together with our committed and professional staff, the work entrusted to our company will move steadily and successfully forward.

Today, foreign employment backs Nepal's minuscule agricultural economy and my country depends now on remittance that comes from foreign employment. This has emerged as an ultimate option among Nepalese youth seeking to enter job market.

I, as a Nepalese national involved in promotion of foreign employment, am proud to express a few thoughts on this subject. I think, the credit to establish foreign employment as a respected industry goes to the employers in International labor market giving prominence to Nepalese workers.

Our mission to help Nepalese live a better life guides us in promoting their skills and knowledge and become recognize as indispensable quality workforce abroad.

"As the Director of this company, I look forward to position S.N. Recruiting Services Pvt. Ltd. Nepal on a long-term growth and to give more value to our clients and partners as the core of our business."
Thank you!

With Best Regards
Bishwash Timilsina
S.N. Recruiting Services Pvt. Ltd.
Director

Email: bishwash@snrecruiting.com.np



Message from International Director

(Marketing & Operation, Malaysia)

-Dato' Ram

Mobile No. +60 189731266

What app: +60 192281266



Dear Valued Clients,
Warm Greetings from the land of the Himalayas, Nepal.

We the S.N. Recruiting Services Pvt. Ltd. believe in the essence of the said words. Our much strength will be brought in synergy to help us do our job better. We are determined to enhance our ability to enable us to respond more rapidly to the fast changing international development of the recruitment landscape.

Today, writing this message gives me immense pleasure. We have converted every moment into a success in the past years. With hard work, dedication, sense of selfless service and high-spirited team, we have made difference in Nepalese manpower industry.

Together with our committed and professional staff, the work entrusted to our company will move steadily and successfully forward.

Today, foreign employment backs Nepal's minuscule agricultural economy and my country depends now on remittance that comes from foreign employment. This has emerged as an ultimate option among Nepalese youth seeking to enter job market.

I, as a Nepalese national involved in promotion of foreign employment, am proud to express a few thoughts on this subject. I think, the credit to establish foreign employment as a respected industry goes to the employers in International labor market giving prominence to Nepalese workers.

Our mission to help Nepalese live a better life guides us in promoting their skills and knowledge and become recognize as indispensable quality workforce abroad.

"As the Director of this company, I look forward to position S.N. Recruiting Services Pvt. Ltd. Nepal on a long-term growth and to give more value to our clients and partners as the core of our business."
Thank you!

With Best Regards

Dato' Ram

S.N. Recruiting Services Pvt. Ltd.

International Director

Malasia Office : 16-2 & 16-3, Jalan Putari 1/2, Bandar Puteri 47100 Puchuog, Selangor

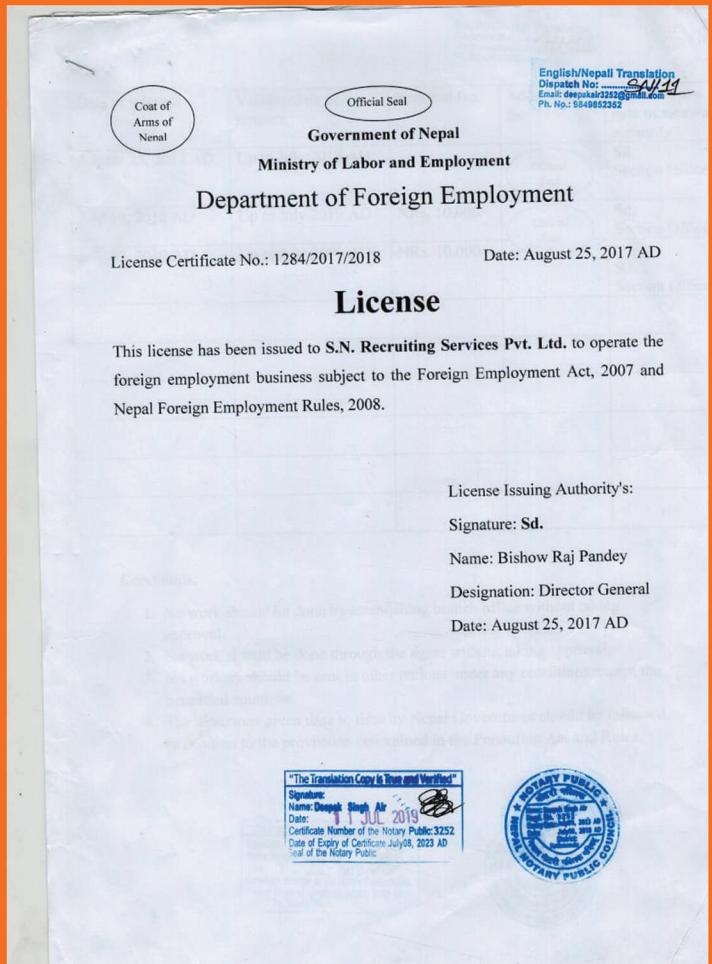
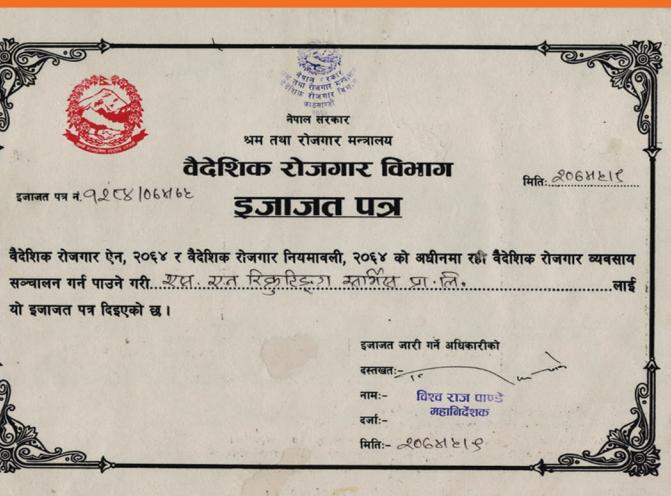
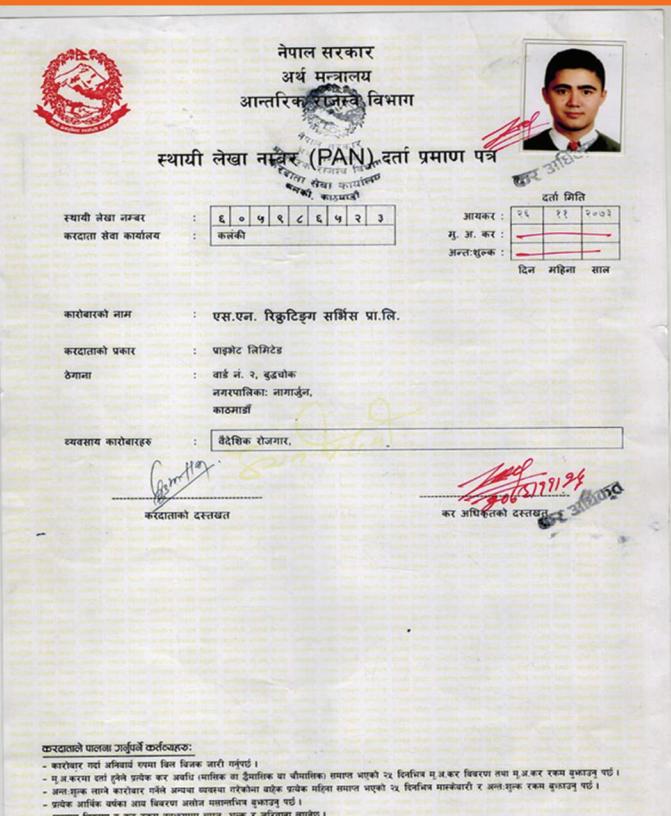
Tel No.: +60-3-80600774

Email: mprgroup@hotmail.com/datoram@snrecruiting.com.np

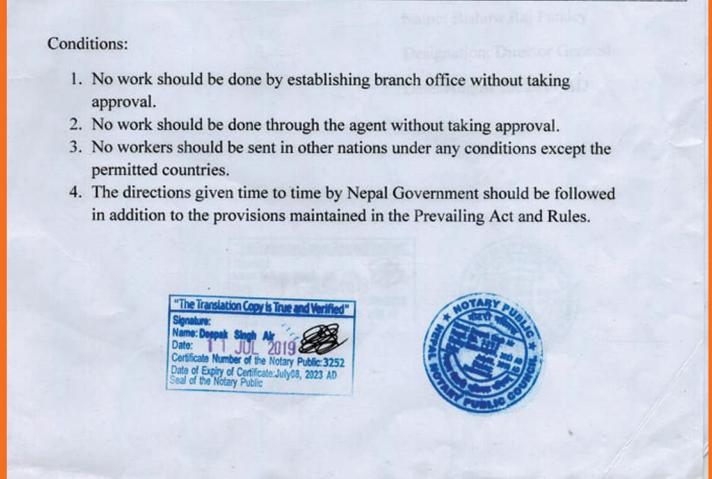
Official Documents

Company Profile

Company Name	: S.N. Recruiting Service P. Ltd.
Govt. License No.	: 1284/074/75
Chairman	: Mr. Gokarna Babu Shrestha
Contact No.	: +977-9849307317
Address	: Buddha Park, Swoyambhu-15, Kathmandu, Nepal
Telephone No.	: +977-1-4033517
Email	: info@snrecruiting.com.np
Website	: www.snrecruiting.com.np
Bank	: Global IME Bank, Sukedhara, Kathmandu, Nepal
Legal Advisor/Auditor	: Mr. Sandesh Rajbhandari
Registration & License	: Govt. of Nepal Department of foreign employment Office of company registration Nepal Association foreign Employment agencies



Date of renewal	Validity date of renewal	Renewal fee	Additional fee	Signature and date of renewal authority
August 25, 2017 AD	Up to July 2018 AD			Sd. Section Officer
July 10, 2018 AD	Up to July 2019 AD	NRs. 10,000/-		Sd. Section Officer
July 08, 2019 AD	Up to July 2020 AD	NRs. 10,000/-		Sd. Section Officer





Principle Documents:

1. Demand Letter: Demand letter should be addressed to SN Recruiting Service P. Ltd., Licence no. 1284/074/75. 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, medical, 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 S.N. Recruiting Service P. Ltd., Licence no. 1284/074/75 for sending workers legally.

3. Employment Contract: The employing company provide the employee employment agreement as per demand letter.

4. Service Agreement: Employing Company should provide us service agreement between company and recruitment agency in Nepal .

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 aproval 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.

A. 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.

B. 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 S.N. Recruiting Service (P.) Ltd.

Important: We do not prefer these places for visa endorsement because we have to rely on Indian agencies.

Documents from A.1 to A.5 should be same as above.

But the following documents should be in the name of associate office recommended by S.N. Recruiting Service (P.) Ltd.

1. Electronic Authorization Letter
2. CR Copy (Company Registration Copy)
3. Visa Approval Slip





Principle Documents for Malaysia

The documents mentioned above A.1 to A.5 should be signed by company authorized person and bear company seal. KDN should be translaeted in english and attested by Ministry of Foreign Affiars of Malaysia. The set of document should be attested by Notary Public or Embassy of Nepal.

Principle Documents 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 A.1 and A.2 must be duly sealed and attested by Chamber of Commerce, Ministry of Foreign Affairs from the respective country & Embessy of Nepal.



Our Core Vision

We set clear goals at the begining of each task
To work professionally and eff ectively
To achieve deadlines and targets under all circumstances
To deliver productivity and excellence
To be responsible and committed
To create a positive impact on the life of every individual who work with us
To empower people to help them growth.



Our Strength

Highly experienced and dedicated team of professionals Well-equipped offi ce space with practical test facilities Wide range of selection opportunities in diff erent fields Worldwide network A pool of valued and satisfied clients around the world.



**S.N. RECRUITING
SERVICE PVT.LTD.**



Job Categories

Skilled Manpower

Engineers

- ☛ Sr. Consultant Engineer
- ☛ Sr. Civil Engineer
- ☛ Jr. Civil Engineer
- ☛ Sr. Electrical Engineer
- ☛ Jr. Electrical Engineer
- ☛ Sr. Mechanical Engineer
- ☛ Jr. Mechanical Engineer



Foreman

- ☛ Sr. Civil Foreman
- ☛ Jr. Civil Foreman
- ☛ Sr. Mechanical Foreman
- ☛ Jr. Mechanical Foreman
- ☛ Sr. Electrical Foreman
- ☛ Jr. Electrical Foreman



13

Surveyors

- ☛ Sr. Land Surveyor
- ☛ Jr. Land Surveyor
- ☛ Sr. Quantity Surveyor
- ☛ Jr. Quantity Surveyor

Accountants

- ☛ Chief Accountant
- ☛ Accountant

Office Staffs

- ☛ Executive Secretary
- ☛ Office Secretary
- ☛ Office Clerk
- ☛ Time Keeper
- ☛ Officeboy

Drivers / Operators

- ☛ Heavy Driver (GCC)
- ☛ Light Driver (GCC)
- ☛ Trailer Driver (GCC)
- ☛ Mobile Crane Operator (GCC)
- ☛ Dozer Operator (GCC)
- ☛ Excavator Operator
- ☛ Shovel (Loader)
- ☛ Forklift Operator (GCC)
- ☛ Crane Operator



Masonry

- ☛ Masons (Tiles & Marble)
- ☛ Masons (Block & Plaster)
- ☛ Plasters

Electricians

- ☛ Building Electricians
- ☛ Building Painter
- ☛ Industrial Electricians

14

Hotel Personnel

- ☛ Receptionists
- ☛ Stewards
- ☛ Cooks (various types)
- ☛ Waiters

Security Personnel

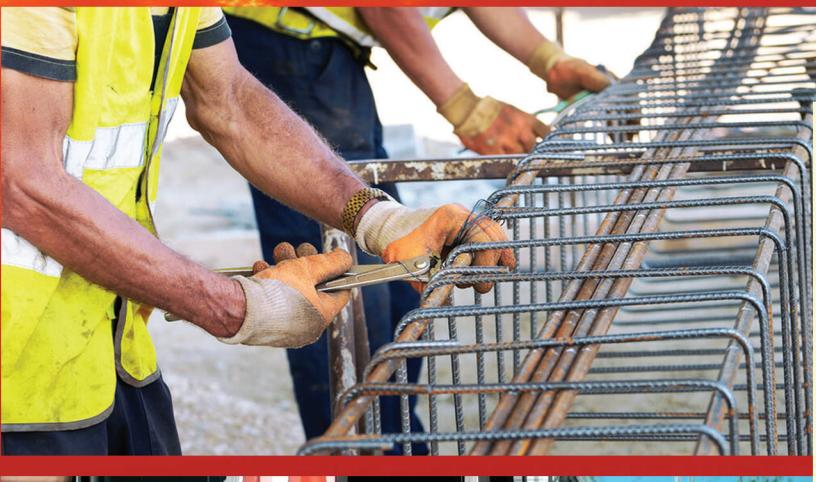
- ☛ Security Guards
- ☛ Body Guards

Piping

- ☛ Plumbers
- ☛ Pipe Fitters

Other Categories

- ☛ Steel Fixer
- ☛ Dainter
- ☛ Spray Painter
- ☛ Radiator Technician
- ☛ AC & Refrigerator Mechanic
- ☛ Welder (Gas & Arch)\\
- ☛ Scaffolder
- ☛ Sand Blaster
- ☛ Cable Jointer
- ☛ Mechanic
- ☛ Petrol Mechanic
- ☛ Diesel Mechanic
- ☛ Heavy Equipment Mechanic



Semi-Skilled Manpower

- ☛ Carpenter (Shuttering, Finishing)
- ☛ Mason / Mason Helpers
- ☛ Concrete Mixer operators
- ☛ Pump operators / Helpers
- ☛ Block Makers / Helpers
- ☛ Kitchen Helpers / Assistant Cook
- ☛ Tailors / Tailors Helpers
- ☛ Laundry / Washermen
- ☛ Barbers
- ☛ Shop Assistant
- ☛ Gardeners

Non-Skilled Manpower

- ☛ Trade Helpers
- ☛ Cleaners
- ☛ Production Operators
- ☛ Service Crews
- ☛ Labour

