

License No.: 1402/074/075
Regd. No. 176985/2074/075



ASLESHA

INTERNATIONAL PVT. LTD.



P.O. Box No.: 8975 EPC 5072



Basundhara, Kathmandu, Nepal



+977-1-4016608



aslesha.international@gmail.com



www.asleshainternational.com.np

COMPANY PROFILE



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aslesha.international@gmail.com
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Company Name : Aslesha International Pvt. Ltd.
Address : Basundhara, Kathmandu Nepal
Establishment : 2017 A.D.
Registration Authority : Department of Inland Revenue
PAN Registration No. : 606865810

Office of the Company Registrar Incorporation

Regd. No. : 176985/074/075
Department of Foreign Employment
License No. : 1402/074/075
Member : Nepal Association of Foreign Employment
Agency (NAFEA)
Official Bank : Prime Commercial Bank Ltd.
Managing Director : Nilam KC
Types of Service : Foreign Employment
Functions : Recruitment & Manpower Supply
Associates Countries : Qatar, UAE, Saudi Arabia, Kuwait, Malaysia
& Other East Asian Countries.

Organization Chart



ABOUT US

Aslesha International Pvt. Ltd. is one of the reputed manpower & recruiting agency in Nepal registered under the Company Act 2053 by Government of Nepal Ministry of Labour and Foreign Employment Registration No. 176985/074/075 and Department of Foreign Employment with License No. 1402/074/075 located in Basundhara Kathmandu and We are also a member of Nepal Association of Foreign Employment Agency (NAFEA). The motto of this Company is to give the best and prompt service to the employers providing Nepalese workers of needs, which is started from 25th October 2017 AD. The company is providing Professional, Skilled, Semi-Skilled and Unskilled Workers to the Qatar, UAE, Saudi Arabia, Kuwait, Malaysia and Other East Asian Countries. In order to promote a good relationship, our main attention is always to provide the best service to the employers and candidates.



Our Services

Our capabilities are completely scalable and our processes provide industry-leading results to supply all kind of manpower.

1

**Overseas
Recruitment**

2

**Short Listing
Candidate**

3

**Scrutinizing &
Interviewing
Candidates**

4

**Trade Test &
Specialization Test**

5

Hiring Process

6

**Serving all the
Industries & Corporate**

7

**Database related
services**



Message from Aslesha Team



Nilam KC

Managing Director

+977-9861365388

aslesha.international@gmail.com

It's our pleasure to introduce our selves that Aslesha International is one of the Government approved Manpower Company located in Basundhara, Kathmandu Nepal. Aslesha International is activated by well-experienced with the full of infrastructure by studying the background of manpower and human resources. During my course of employment as a Managing Director, I have closely studied the demand, needs and types of work forces required by employer and demands, salary benefits and types-of job preferred by the employer. We always give the priority to. the candidates to select their best alternative. We make clear them about the nature of job, salary, benefits and working hours before processing their data. We provide them basic training & orientation too. They will be informed about the silent features of labor laws and culture of their destination, because we have a responsibility towards our valuable clients not only provide the Nepalese manpower also to provide the prompt service. Therefore this profile will definitely to help you know more about our company and services.

So if you have any need of manpower recruitment form Nepal, feel ease & love to contact us and let us be at your service. We will do our best to make you satisfied. We hereby want to assure you the quality service and better cooperation in future and look forward to your kind response.



Kiran BK

International Marketing Director

+971-0526513813

kiran.bk@fivegtechnologies.me

Thank You !

Mission/Vision/Objectives

Mission:

Our mission is to explore the local and International job opportunities for Nepalese aspiring career & employment in abroad and local market

Vision

Create & promote international standard manpower solution for both employee and employer and find the global opportunities for them as per their need.

Objectives

To meet the demand of quality professional in international & local market. To enrich country's economy through the remittance To contribute to increase the country's employment opportunities.



Recruitment Process

1 Pre-Screening

Short Listed applicants undertake a pre-interview conducted by our human resource recruiting officer. The objective is to select the right candidates. The candidates qualifying in the pre-interview will be prepared for final interview.

2 Final Interview

The selected applicants in the pre screening are presented to the interviewer of the company representative for ultimate selection. If the applications need to be tested technically, Aslesha International Pvt. Ltd. will arrange the trade tests.

3 Medical Test

The selected applicants will be sent to a qualified clinic for medical and psychological test to ensure that they are totally fit physically and mentally before joining the totally company.

4 Documentation & Processing

We provide the resume of relevant candidates with our recruiting manager's remarks. After approval and on receipt of the authenticated documents, the selected candidates are sent for their medical test.

5 Documentation & Processing

We introduce your company's employment package and benefit, rules, culture customs and traditions. We cover the do and don'ts and applicable law to your future employees.

6 Departure

To ensure prompt service, we arrange air tickets for the selected candidates and mobilize them for departure.

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

Demand Letter

Addressed to authorizing Aslesha International Pvt. Ltd. (Lic. No. 1402/074/075) 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 Aslesha International Pvt. Ltd. (Lic. No. 1402/074/075) 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/COUNSELOR 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.

Sample Documents

DEMAND LETTER

To: _____ Date: _____
License No. _____
Address: Nepal _____

Subject: Letter

This is to request you to select and send the below mentioned categories of workers on demand to the Ministry of Labour, Government of Nepal, at your home and abroad.

Sl. No.	Category	Qty.	Salary
1			

Terms & Conditions:

1. Nature of Employment: Full-time, temporary, seasonal, etc.
2. Duration: For the first time and up to 12 months.
3. Age: 18 years and above.
4. Education: High school or equivalent.
5. Experience: As per the requirement of the company.
6. Salary: As per the requirement of the company.
7. Working Hours: As per the requirement of the company.
8. Leave: As per the requirement of the company.
9. Probation Period: As per the requirement of the company.
10. Accommodation: As per the requirement of the company.
11. Food: As per the requirement of the company.
12. Medical: As per the requirement of the company.
13. Transportation: As per the requirement of the company.
14. Insurance: As per the requirement of the company.
15. Other: As per the requirement of the company.

For M/S COMPANY NAME

POWER OF ATTORNEY

IN FAVOR OF: _____
Date: _____
VISA No.: _____

Power of Attorney

We, the undersigned, being a duly constituted authority of the Government of Nepal, do hereby authorize and empower _____ to act as our agent and attorney in all matters relating to the recruitment and deployment of workers to the Kingdom of Saudi Arabia.

We also authorize our agent to negotiate with the Ministry of Labour in cases where the Ministry considers the selection of workers to be in the interest of Nepal.

This Authorization is valid for one (1) year from the date of issue.

For M/S COMPANY NAME

EMPLOYMENT CONTRACT

Date: _____

Employment Contract

This agreement is made and entered into between _____ of _____ and _____ of _____, for the purpose of employing workers to the Kingdom of Saudi Arabia.

The Second Party agrees to work with the First Party as per the terms and conditions of the contract.

Sl. No. 1. Nature of Employment: Full-time, temporary, seasonal, etc.

Sl. No. 2. Duration: For the first time and up to 12 months.

Sl. No. 3. Age: 18 years and above.

Sl. No. 4. Education: High school or equivalent.

Sl. No. 5. Experience: As per the requirement of the company.

Sl. No. 6. Salary: As per the requirement of the company.

Sl. No. 7. Working Hours: As per the requirement of the company.

Sl. No. 8. Leave: As per the requirement of the company.

Sl. No. 9. Probation Period: As per the requirement of the company.

Sl. No. 10. Accommodation: As per the requirement of the company.

Sl. No. 11. Food: As per the requirement of the company.

Sl. No. 12. Medical: As per the requirement of the company.

Sl. No. 13. Transportation: As per the requirement of the company.

Sl. No. 14. Insurance: As per the requirement of the company.

Sl. No. 15. Other: As per the requirement of the company.

For M/S COMPANY NAME

SERVICE AGREEMENT

Date: _____

Service Agreement

This agreement is made and entered into between _____ of _____ and _____ of _____, for the purpose of providing services to the Kingdom of Saudi Arabia.

The Second Party agrees to provide services to the First Party as per the terms and conditions of the contract.

Sl. No. 1. Nature of Service: Full-time, temporary, seasonal, etc.

Sl. No. 2. Duration: For the first time and up to 12 months.

Sl. No. 3. Age: 18 years and above.

Sl. No. 4. Education: High school or equivalent.

Sl. No. 5. Experience: As per the requirement of the company.

Sl. No. 6. Salary: As per the requirement of the company.

Sl. No. 7. Working Hours: As per the requirement of the company.

Sl. No. 8. Leave: As per the requirement of the company.

Sl. No. 9. Probation Period: As per the requirement of the company.

Sl. No. 10. Accommodation: As per the requirement of the company.

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Sl. No. 13. Transportation: As per the requirement of the company.

Sl. No. 14. Insurance: As per the requirement of the company.

Sl. No. 15. Other: As per the requirement of the company.

For M/S COMPANY NAME

GUARANTEE LETTER

Date: _____

Guarantee Letter

We, the undersigned, being a duly constituted authority of the Government of Nepal, do hereby guarantee and ensure that the workers recruited by the First Party will be deployed to the Kingdom of Saudi Arabia as per the requirement of the company.

We also guarantee that the workers will be treated in accordance with the laws and regulations of the Kingdom of Saudi Arabia.

This Guarantee is valid for one (1) year from the date of issue.

For M/S COMPANY NAME



Categories We can Supply

CONSTRUCTION AND BUILDING

- ⇒ Architect/ Bricklayer
- ⇒ Carpet fitter or floor layer
- ⇒ Civil engineer
- ⇒ Civil engineering technician
- ⇒ Commercial energy assessor
- ⇒ Construction manager
- ⇒ Demolition operative
- ⇒ Electricity distribution worker
- ⇒ Landscape workers
- ⇒ Painter and decorator
- ⇒ Plasterer / Plumber
- ⇒ Roofer / Scaffolder
- ⇒ Cement worker / Stonemason
- ⇒ Structural engineer
- ⇒ Wall and floor tiler
- ⇒ Window fitter

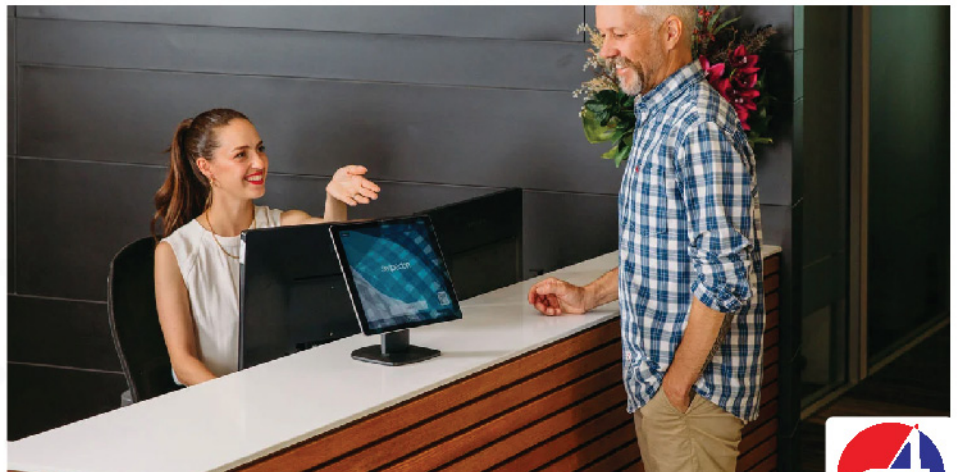


ADMINISTRATION, BUSINESS AND MANAGEMENT

- ⇒ Administrator
- ⇒ Business analyst
- ⇒ Human Resource manager
- ⇒ Company secretary
- ⇒ Compliance officer
- ⇒ Health and safety adviser
- ⇒ Project manager
- ⇒ Purchasing manager
- ⇒ Receptionist

ADMINISTRATION, BUSINESS AND MANAGEMENT

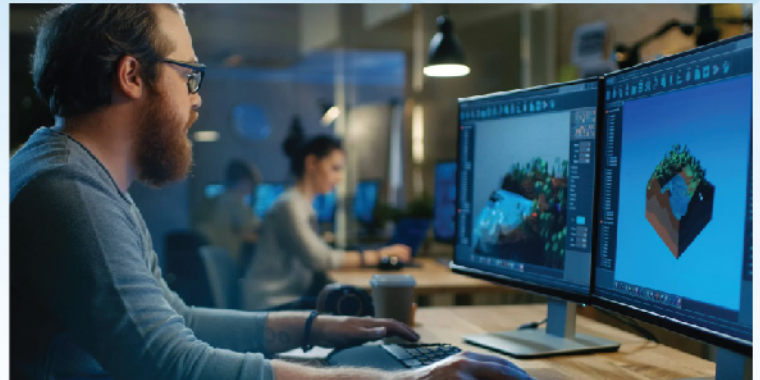
- ⇒ Auditor
- ⇒ Accountant
- ⇒ Bookkeeper
- ⇒ Credit manager
- ⇒ Financial adviser
- ⇒ Payroll administrator
- ⇒ Tax inspector



Categories We can Supply

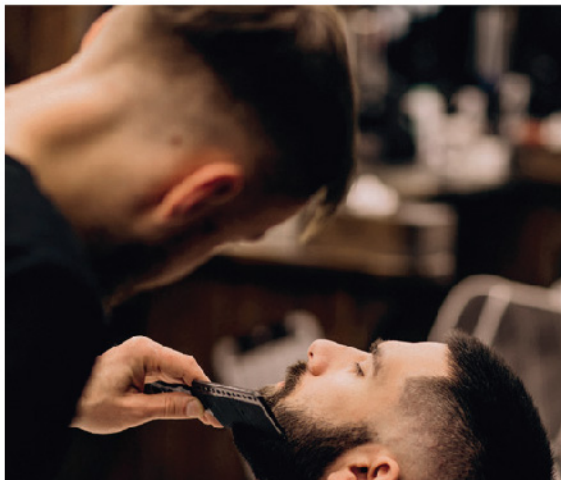
COMPUTING AND ICT

- ⇒ App developer
- ⇒ AR/VR programmer
- ⇒ Audio-visual technician
- ⇒ Big data engineer
- ⇒ CAD technician
- ⇒ Computer service and repair technician
- ⇒ Database administrator
- ⇒ Games developer
- ⇒ Infrastructure engineer
- ⇒ IT project analyst
- ⇒ IT support technician
- ⇒ Network manager
- ⇒ Software engineer
- ⇒ Systems analyst/ Web developer



CLEANING SERVICE

- ⇒ Cleaner
- ⇒ Cleaning Supervisor
- ⇒ Floor Policer
- ⇒ Carpet Washer



HAIRDRESSING AND BEAUTY

- ⇒ Aromatherapist
- ⇒ Beauty consultant
- ⇒ Beauty therapist
- ⇒ Body piercer
- ⇒ Hairdresser
- ⇒ Make-up artist
- ⇒ Nail technician
- ⇒ Manicurist/ Pedicurist
- ⇒ Systems analyst/ Web developer



Categories We can Supply

HOSPITALITY, CATERING AND TOURISM

- ⇒ Baker/ Bar person (Bar tender)
- ⇒ Cake decorator
- ⇒ Cofe maker (Barista)
- ⇒ Catering manager
- ⇒ Chef/Cook
- ⇒ Counter service assistant
- ⇒ Hotel manager/Hotel porter
- ⇒ Hotel receptionist
- ⇒ Housekeeping assistant
- ⇒ Restaurant manager
- ⇒ Tour manager
- ⇒ Tourist information centre assistant
- ⇒ Waiter/Waitress/Bellboy/Steward
- ⇒ Cleaner

RETAIL AND CUSTOMER SERVICES

- ⇒ Call centre operator
- ⇒ Customer service adviser
- ⇒ Florist / Retail manager
- ⇒ Sales assistant/ Sales manager
- ⇒ Sales representative
- ⇒ Visual merchandiser
- ⇒ Warehouse Manager
- ⇒ Stock manager
- ⇒ Lost & Stolen Manager

MANUFACTURING AND PRODUCTION

- ⇒ Butcher
- ⇒ packaging operative
- ⇒ Garment technologist
- ⇒ Production manager (manufacturing)
- ⇒ Production worker (manufacturing)
- ⇒ Quality assurance officer
- ⇒ Quality control technician / Tailor
- ⇒ Cleaner

SECURITY, UNIFORMED AND PROTECTIVE SERVICES

- ⇒ Security Officer
- ⇒ CCTV Operator

SECURITY, UNIFORMED AND PROTECTIVE SERVICES

- ⇒ Bus or coach driver
- ⇒ Courier
- ⇒ Forklift truck operator
- ⇒ Large goods vehicle driver
- ⇒ Postal delivery worker
- ⇒ Taxi driver
- ⇒ Bike Rider
- ⇒ Warehouse operative



Our Clients (Kuwait)

 TWENTY MASSAGE TWENTY MASSAGE SALON AND HEALTH INSTITUTE FOR MEN مؤسسة ماساج و الصحة للرجال	 ARIA LADIES BEAUTY INSTITUTE AND SALON COMPANY شركة معهد وصالون اريا لتجميل السيدات	 شركة بلوباشي العالمية للتجارة العالمية BluePassion www.mylbluepassion.com
 Fast Mile Company Consumer Delivery  شركة فاست مايل لتوصيل الطرقات المباشرة	 BOUBYAN PRIVATE READY-MADE CLOTHES COMPANY شركة بوبيان الخاصة لتسليم الملابس الجاهزة	 Sanhok شركة سانحوك للتجارة العامة والمقاولات ذ.م.م. Sanhok General Trading & Contracting Co.
 MICKEY SNACKS COMPANY شركة ميكى سناكس للمأكولات الخفيفة	 ETIDAL AL-HAMIDI BOUTIQUE COMPANY FOR RETAIL SALE OF WOMEN'S READY TO WEAR CLOTHING شركة اعتدال الحميدي بوشة للتجزئة للملابس الجاهزة النسائية	 TEAM AND MORE LADIES BEAUTY SALON صالون تيم اند مور
 DANA ARTIST LADIES BEAUTY SALON COMPANY شركة صالون دانا ايرتست لتجميل السيدات	 The Cure Touch Health Spa Salon and Institute Company for Ladies Beauty شركة صالون ومعهد ذا كيور توتش سبا للصحة لتجميل السيدات	 D. AND F. LADIES BEAUTY SALON COMPANY شركة صالون دي اند اف لتجميل السيدات
 ABEYA LADIES BEAUTY SALON COMPANY شركة صالون عبيه لتجميل السيدات	 TWENTY MASSAGE TWENTY MASSAGE SALON AND HEALTH INSTITUTE FOR MEN مؤسسة ماساج و الصحة للرجال	 KUWAIT MOTOR SPORTS CLUB النادي الكويتي للسيارات والدراجات الآلية
 GOLDEN PRIDE LADIES BEAUTY SALON COMPANY شركة صالون جولدن برايد لتجميل السيدات	 ALBANZAT AL-HAMIDI BOUTIQUE COMPANY FOR SELECTED LADIES BEAUTY SALON COMPANY شركة بانشات الحميدي بوشة لصالون السيدات	 DEVON شركة ديفون فاكفوري للمخبوزات والمصنعات For sweets and pastries
 LOGBA Trading Company	 L'AMANDE PATISSERIE AND CHOCOLATERIE	 شركة بلوباشي العالمية للتجارة العالمية BluePassion www.mylbluepassion.com

Our Clients (UAE)



GALLANT HOSPITALITY SERVICES L.L.C



Faisal Jassim Group
We bring life to your building

Dusit Thani

DUBAI



DNSM
FREIGHT FORWARDING L.L.C



CISB Security Services LLC



المباية لخدمات الضيافة
AL MABIA HOSPITALITY SERVICE



XOXO CAFE



阿联酋皇家骆驼集团
Royal Camel Group, UAE

جيمينيت للصناعات الاسمنتية ذ.م.م
GEMINITE CEMENT INDUSTRIES L.L.C

Our Clients (Bahrain)



النجمة
STAR MANPOWER SUPPLY



La mer
لامر

Al Kanefani Al Asly



الكنفاني الأصلي



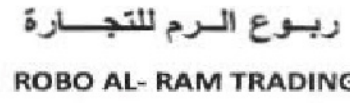
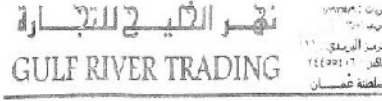
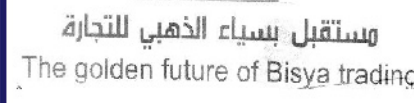
JAN BURGER

FLAWLESS BEAUTY SALOON

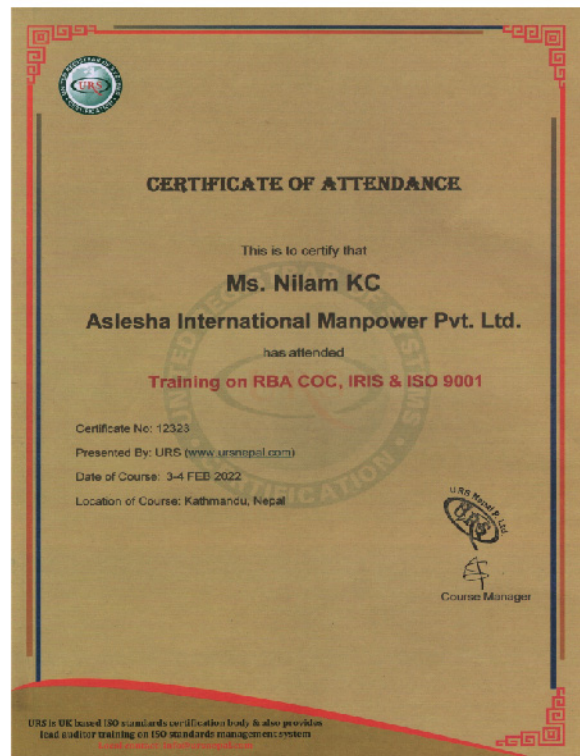


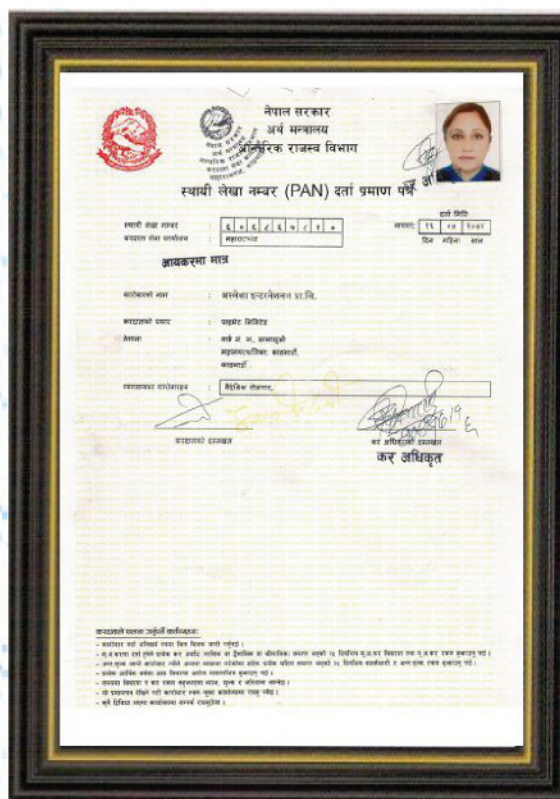
BLACK DROP CAFE

Our Clients (Oman)

 مشاريع بحيرة الألماس Diamond Oasis Projects	 ربوع الرم للتجارة ROBO AL- RAM TRADING	 الصقور الواعدة للتجارة AL SAQOOR ALWAIDA TRADING
 شركة بلاد السلام للتجارة والمقاولات ش.م.م Peace Land Trade & Cont Co L.L.C	 سحاب الرميس RUMAIS CLOUDS	 وقت اللنافه
 Al Mawarid Services & Maintenance LLC شركة الموارد للخدمات والصيانة ش.م.م	 نهر الخليج للتجارة GULF RIVER TRADING	 ELEVATE CAFE
 المساندة للمشاريع المحترفة ش.م.م Al Musanada for Professional Projects LLC	 زعيم بن خلف الهلالي المتميزة Z'YM BN KHLF ALHLALY ALMTMYZT	 مستقبل بيساء الذهبي للتجارة The golden future of Bisya trading
 رواد الملك RAWAD AL MALAH	 ريفين للتجارة ش.م.م RAVEN L.L.C	 هواة الخليج للخدمات HWAAT AL-KHALIAJ LIKHADAMAAT

Certificate







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