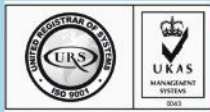


Providing Recruitment  
services since 14 years

Right Person in Right  
Time at Right Place

Placed 15,000 Manpower  
in the Middle East and  
Malaysia



ISO 9001:2015 Certified Company



Follow us on :     pukaroverseas



# PUKAR

International Recruitment Pvt. Ltd.

( A Complete HR Solution Since - 2008 )

Kathmandu, Nepal

Govt. Regd. No: 55020/065/066  
Govt. License No: 783/065/066



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



# Message from Managing Director

Nagendra Prasad Pokhrel (Nabin)  
(Managing Director)



**PUKAR** International Recruitment Pvt. Ltd. is a leading Manpower has been established for the purpose of manpower recruit and supply according to demand of the market. The company's main objective is not only efficient recruitment and supply but also to prepare its talented and skillful Nepalese personnel for overseas markets by proper trainers.

**PUKAR** International Recruitment Pvt. Ltd. Is an ISO: 9001:2015 certified company of Nepal. The Company's Philosophy from the beginning has been to offer customers with qualified and experience personnel within their profession, satisfying those needs has been key to Pukar international Recruitment success.

With this view Pukar International Recruitment Pvt. Ltd. Are well prepared and in excellent position to supply highly skilled, Semiskilled, skilled and unskilled manpower. We believe that a quality service will ensure a lasting and mutually satisfactory relationship on behalf of all the employers at PUKAR.

I think you for offering us privilege at serving your company's manpower demands. We look forward to a successful partnership with your esteemed company in the field of Manpower recruitment.

Thank you.

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

## Message from Operation Director



Chandra Prasad Pokhrel  
(Operation Director)

It's a great pleasure for us to present this information broacher of **PUKAR International Recruitment Pvt. Ltd.** which has been serving as a leading manpower recruitment company in Nepal since 2008 to Numerous valued clients.



We **PUKAR** team committed to deliver to superlative solutions to our worthy clients with assurance fo high quality and their specific needs. We have been working in the field in the last 14 years with highly experience team. As our motto is "Right Person on Right time at Right Place" and we believe in this, and we are always committed to comply this in our service. your inquiry and response on this subjects will be highly appreciated and will be addressed with great care.

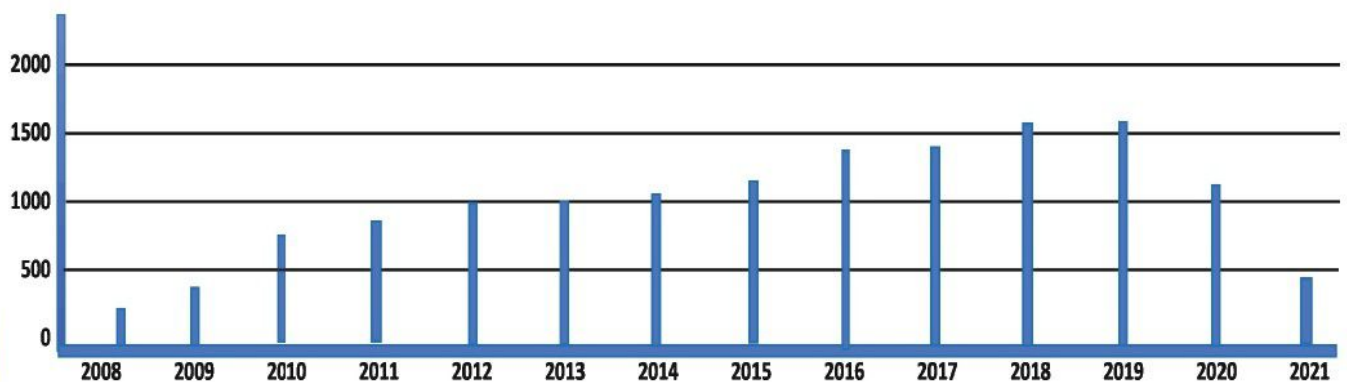


## Company Overview



**PUKAR International Recruitment Pvt. Ltd.** is an ISO Certified Company duly recognized and approved by the ministry of Labor and Employment and Social Security Government of Nepal with License No 783/065/066 and managed by a qualified team & ensuring the Placement of right candidates for our valued client as per their given job description. We have Six branches' offices in others Major cities of Nepal from where we can source qualified different types of manpower. As we have been associated in recruitment since 2008 & rendering services in fulfilling the growing demands for manpower requisition for prestigious clients in Middle East & Europe.

Numbers of workers Successfully placed in Malaysia & Middle Est over the last 14 years



## Our Head Office and Branches



**PUKAR**  
International Recruitment Pvt. Ltd.

( A Complete HR Solution Since - 2008 )





## Categories we can Provide

**PUKAR** International Recruitment Pvt. Ltd. Specializes in international recruitment services for global clients with contingency and tactical human resource requirements. We work all kinds of organizations in every sector and find candidates who are a perfect match as per client's requirements. Our Capabilities are completely scalable, and our processes provide industry-leading results, regardless of the size of your company or the projects in question. Some of the areas where we assist our clients are:

### Security



### Manufacture



### Construction



### Retail & FMCG



### Facility Management



### Hospitality



### > Factory Workers



### > Health Care



## More About Us

### Why PUKAR International:

- Pukar International Believes in "Right Persona at Right Time on Right Place."
- License Issued by Government of Nepal as well as ISO certified company.
- Operating with highly professional team.
- We have Six Branches all over Nepal which can cover all types of workers as per client requirements.
- PUKAR is dedicated to providing trustful, industrious, disciplined and healthy workforce to overseas employee.
- We are obliged to provide support and services to our client regarding the workforce not just before and during recruiting process but also after hiring of the workforce.
- PUKAR always gives priority on client requirements and clients choice and always follow client policy and procedure.

### OUR MISSION

The mission of PUKAR is to cater to varied needs of client and provide the best service. We aim to benefit the clients since the manpower available in Nepal are hardworking, honest, loyal. They can adapt to adverse climatic conditions and yield effective output.

### OUR POLICY

PUKAR committed to timely supplying manpower for overseas as per client level of quality. We shall do our job right the first time and every time. We shall continually improve our quality system. The policy shall be communicated and explained to all employees and shall be reviewed periodically for the continued suitability.

### OUR VISION

PUKAR envisions being successfully in taking the shape of leading manpower agency worldwide. We aim to deliver highly competent and motivated personnel to overseas employers. We are determined to further expand company's operation to reach wider audience and build strong ties with our clients and candidates.



# Recruitment Process



01

Demand letters  
Process from Client



02

Advertisement in  
Newspaper



03

Require application  
Collection



04

Pre selection from  
HR Team



05

Final Selection Interview  
from Client Team



06

Candidate Medical &  
Biometric Process



07

After Calling Visa Passport  
Submission in One Stop  
Center for Visa Stamp



08

Training/Orientation as  
per Client Requirements



09

After Visa Approval from  
Labor Depart & Ticketing



10

Deployment



11

Candidate Assessment  
& monitoring



# Our License

नेपाल सरकार  
उद्योग, वाणिज्य तथा आपूर्ति मन्त्रालय  
**कम्पनी रजिष्ट्रारको कार्यालय**  
**कम्पनी दर्ताको प्रमाण पत्र**

दर्ता नं: ५५०२०/०६५/०६६

श्री पुकार इन्टरनेशनल रिक्रुटमेन्ट  
नामको प्राइवेट लिमिटेड कम्पनी संवत् २०६५ साल श्रावण महिना २० गते रोज २ मा दर्ता भएको हुनाले कम्पनी ऐन, २०६३ को दफा ५ को उपदफा (१) बमोजिम यो प्रमाण-पत्र दिइएको छ।

मिति: २०७९-०२-२४

Government of Nepal  
Ministry of Industry, Commerce & Supplies  
**Office of the Company Registrar**  
Registration No: 55020/065/066  
**CERTIFICATE OF INCORPORATION OF COMPANY**

This Certificate of Incorporation has been issued to  
M/s Pukar International Recruitment  
Private Limited having incorporated it on the 4 day of August, 2008 pursuant to  
sub-section (1) of section 5 of the Companies Act, 2006.

Date: 2022-06-07

Asst. Registrar

स. रजिष्ट्रार

नेपाल सरकार  
उद्योग, वाणिज्य तथा आपूर्ति मन्त्रालय  
**वैदेशिक रोजगार विभाग**  
**इजाजत पत्र**

इजाजत पत्र नं: ६८३१०६५१०६६

मिति: २०७९-०२-२४

वैदेशिक रोजगार ऐन, २०६४ र वैदेशिक रोजगार नियमावली, २०६४ को अधीनमा रही वैदेशिक रोजगार व्यवसाय सम्बन्धित गर्न पाउने श्री पुकार इन्टरनेशनल रिक्रुटमेन्ट प्रा. लि. लाई यो इजाजत पत्र दिइएको छ।

मिति: २०७९-०२-२४

इजाजत जारी गर्ने अधिकारीको  
दस्तावेज: ६८३१०६५१०६६  
नाम: मोहन कृष्ण साकता  
दस्तावेज: महा बिदेसरा  
मिति: २०७९-०२-२४

Government of Nepal  
Ministry of Labor and Employment  
Department of Foreign Employment  
Official Seal

According to the decision of Company Registrar  
Office, Dta. No. 97955, on 2022/06/07 AD  
Pvt. Ltd. previous name has been changed and  
maintained M/s Pukar International Recruitment  
Pvt. Ltd.

Sd.  
2022/06/07 AD  
Section Officer

License Cert. No.: 783/065/066

Date: .....

**License**

This License has been provided to Pukar International Overseas Pvt. Ltd. for operating the Foreign  
Employment Profession under the Foreign Employment Act 2007 A.D. and Foreign Employment Regulation  
2007 A.D.

License replica issued on 2017/03/19 AD

Sd.  
2017/03/19 AD  
Section Officer

License Issuing Authority's  
Signature: Sd.  
Name: Mohan Krishna Sapkota  
Designation: General Director  
Date:

Renewal Date	Expiring Date of Renewal	Renewal Fee	Increased Renewal Fee	Signature of the Renewing Officer
2021/07/15 AD	Up to Mid July, 2024	30,000.00	Official Seal	Sd. 2021/07/15 AD Section Officer

**Conditions:**

1. No work can be done by opening branch office without taking approval.
2. No work can be done through broker or agent.
3. No worker can be sent except in the approval country
4. In addition to the prevailing law management, the instructions that get issued by His Majesty's Government should be obeyed time to time.



# Our Experience & Require Documents

## Require Documents :

- ★ Demand Letter
- ★ Power of Attorney
- ★ Agency Agreement
- ★ Letter of Guaranty
- ★ Employment Contract
- ★ KDN Approval



Date : 29<sup>th</sup> May 2022  
 PUKAR INTERNATIONAL OVERSEAS PVT. LTD.  
 G.P.O BOX: 12820,  
 TOKHA MUNICIPALITY-11,  
 MAHADEVITAR, SAMAKHUSI,  
 KATHMANDU, NEPAL.

Dear Sir,

### RE: DEMAND LETTER FOR RECRUITMENT

Based on the Ministry of Home Affairs Approval Reference KDN.S.205/642/1-2855-JLD6 dated, 16 March 2020 we hereby appoint your company to recruit 25 (Twenty Five Only) workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:

1. Number of workers : 25 (Twenty Five Only)
2. Sector : Security Service
3. Job Description : Security Guard
4. Age : 25 - 45 years old
5. Criteria for the Recruitment and Employment of Security Guard :
  - a. Male aged between 25-45 years old
  - b. Former security forces (if possible but not compulsory)
  - c. Does not possess any criminal records
  - d. Minimum height of 1.57 meter
  - e. Good health/medically fit and good hearing and vision) as well as complies with the Malaysia medical requirement for foreign workers
  - f. Having possessed basic communication skills in English or Malay language.

6. Contract Period : 2 years
7. Wages :
  - a. Basic monthly wage : RM1,500 month (RM 57.69 /day x 26 days)
  - b. Allowances : RM ..... month
  - c. Overtime (OT) : RM 562.50 month

(Normal day : RM1,500 / 26 days / 8 hours x 1.5 x 52 hours = RM 562.50)

(Rest day : RM ..... / 26 days / 8 hours x 2.0 x ..... hours = RM .....)

(Public Holidays : RM ..... / 26 days / 8 hours x 3.0 x ..... hours = RM .....)

Total minimum monthly income : RM 2,062.50 month

Working days : 6 days per week

Working hours : 8 hours per day or 48 hours per week

## MAGNUS FORCE SDN BHD

Address: 518A Jalan Harau 408 Oakland Commercial Centre 76800 Seremban Tel: 06-936 221213 Fax: 06-936 401 3399



Date : 26.01.2022

PUKAR International Overseas Pvt.Ltd.  
 Recruiting Licence No. 783/065/066  
 Company Registrar's Registration No. 55020/065/066

Dear Sir,

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

Based on the Ministry of Home Affairs Approval Reference KDN.S.205/642/1-2855-JLD6 dated, 16 March 2020 we hereby appoint your company to recruit 25 (Twenty Five Only) workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:

1. Number of workers : 25 (Twenty Five Only)
2. Sector : Security Service
3. Job Description : Security Guard
4. Age : 25 - 45 years old
5. Criteria for the Recruitment and Employment of Security Guard :
  - a. Male aged between 25-45 years old
  - b. Former security forces (if possible but not compulsory)
  - c. Does not possess any criminal records
  - d. Minimum height of 1.57 meter
  - e. Minimum weight of 50 kg (110.2 pound)



D'HAK SECURITY SERVICES SDN BHD  
 277A, TINGKAT 1, JALAN PERKASA 1,  
 TAMAN MALURI, 55100 KUALA LUMPUR  
 Email: [info@dhaksecurity.com](mailto:info@dhaksecurity.com) Tel: 03-92028233 Fax: 03-9226 9127

Date : 16<sup>th</sup> March 2022

PUKAR INTERNATIONAL OVERSEAS PVT. LTD.  
 G.P.O BOX: 12820,  
 TOKHA MUNICIPALITY-11,  
 MAHADEVITAR, SAMAKHUSI,  
 KATHMANDU, NEPAL.

Dear Sir,

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

Based on the Ministry of Home Affairs Approval Reference KDN.S.600-3/21/6 (18), dated on 09.02.2022, we hereby appoint your company to recruit 30 (Male) workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:



Amverton Cove Golf & Island Resort Sdn Bhd  
 PTCL, Jalan Pantai Kemp. Malacca Highway, 47600 Teluk Kemp. Selangor Darul Ehsan  
 GPS Coordinate: 2.87595, 101.480175 or "2° 51' 25.54" "101° 28' 28.47"  
 Tel: +603-1227 8888 / +603-591 2233 Fax: +603-1227 8888  
[www.amvertoncove.com](http://www.amvertoncove.com)

Date : 10<sup>th</sup> May 2022

PUKAR INTERNATIONAL OVERSEAS PVT LTD  
 G.P.O.Box : 12820, Tokha Municipality-11, Mahadevtar  
 Samakhusi, Kathmandu, Nepal

Dear Sir,

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

Based on the Ministry of Home Affairs Approval Reference KDN/16031/KABHK4810883 (L) dated 11-4-2022, we hereby appoint your company to recruit SIX (6) workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:

1. Number of workers : SIX (6) Workers
2. Sector : SERVICE
3. Job Description : CADY, HOUSEKEEPING, WAITER
4. Age : 20 - 40 years old
5. Contract Period : 2 years
6. Wages :
  - a. Basic monthly wage : RM 1,500 month (RM 57.69 /day x 26 days)
  - b. Allowances : RM ..... month
  - c. Overtime (OT) : RM 562.50 month
7. Working days : 6 days per week
8. Working hours : 8 hours per day or 48 hours per week

Date : 10<sup>th</sup> March 2022

Pukar International Overseas Pvt. Ltd.  
 Tokha - 11, Kathmandu, Nepal  
 Recruiting License no. 783/065/066  
 Company Registrar's Reg. No. 55020/065/066

Dear Sir,

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

Based on the Ministry of Home Affairs Approval Reference KDN.S.205/642/1-2757 JLD2 dated 27 April 2018, we hereby appoint your company to recruit 30 workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:

1. Number of workers : 30 Workers
2. Sector : Services
3. Job Description : Security Guard
4. Age : 25-45 years old
5. Criteria for the Recruitment and Employment of Security Guard :
  - a. Male aged between 25-45 years old
  - b. Former security forces (if possible but not compulsory)
  - c. Does not possess any criminal records
  - d. Minimum height of 1.57 meter
  - e. Minimum weight of 50 kg (110.2 pound)
  - f. Good health/medically fit and without any disabilities (inclusive of good hearing and vision) as well as complies with the Malaysia medical requirement for foreign workers
  - g. Having possessed basic communication skills in English or Malay language.

INDEPENDENT GUARDING SERVICES SDN BHD

A-02-GAR PUSAT PERKAMPARAN DEWA-JAYA (GARDENWAY),  
 BUKAN PULU SAJAU, KOTA PETRING, JALAN MELAKA



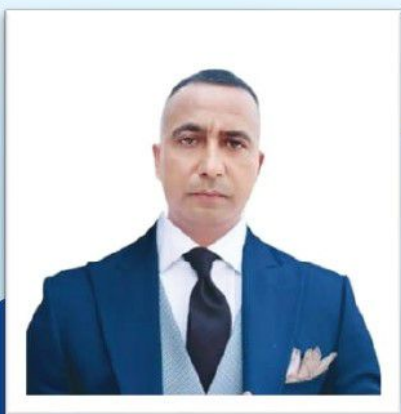


## Our Major Clients-Malaysia



## Our Marketing Team in Malaysia

**PUKAR** always believe and exploring new area of Professional growth and for this we are always on a look out for more business ties up with companies. as a division of work for proper networking we have well experience team in malaysia who handle client metting and further documentation process as well as monitoring or workers process from the beginning to arrival. Here is our Overseas Marketing Manager details:



**Mr. Naresh Pant**  
*Business Development Officer*

Mobile: 01170738796

Whatsapp No: +977-9848793673

Mail id: nareshpanta999@ gmail.com  
marketing@pukaroverseas.com

Web : www.pukaroverseas.com

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



## Our Contact Details

### Branch Offices

- ★ Atithisadan Road, Birtamode, Jhapa
- ★ Damak, Jhapa
- ★ Daharan Road, Itahari, Sunsari
- ★ Airport Road, Narayangadh, Chitwan
- ★ Traffic Road, Butwal Rupandehi
- ★ Sirjana Chwok, Pokhara, Kaski

### Head Office:

G.P.O.Box : 6025, Tokha-12  
Mahadevtar, Kathmandu, Nepal  
Tel : 01-4988754, 4988755  
Mobi: +977-9851004721  
Fax : 01-4988778  
Email : [info@pukaroverseas.com](mailto:info@pukaroverseas.com)



Corporate Office, Kathmandu, Nepal

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