

COMPANY PROFILE

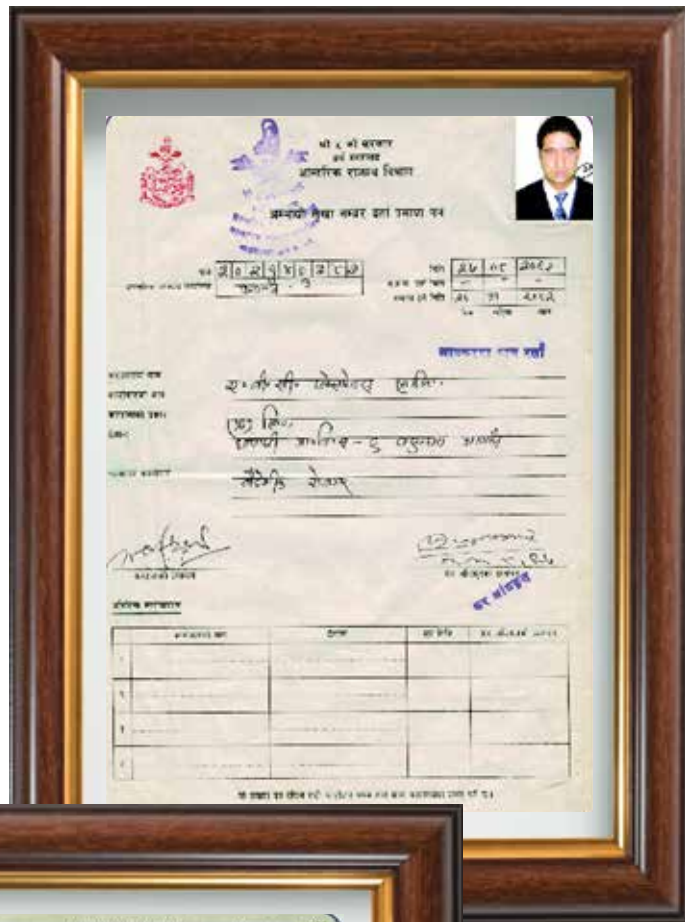


ABC Placement Pvt. Ltd.



www.abcplacement.com

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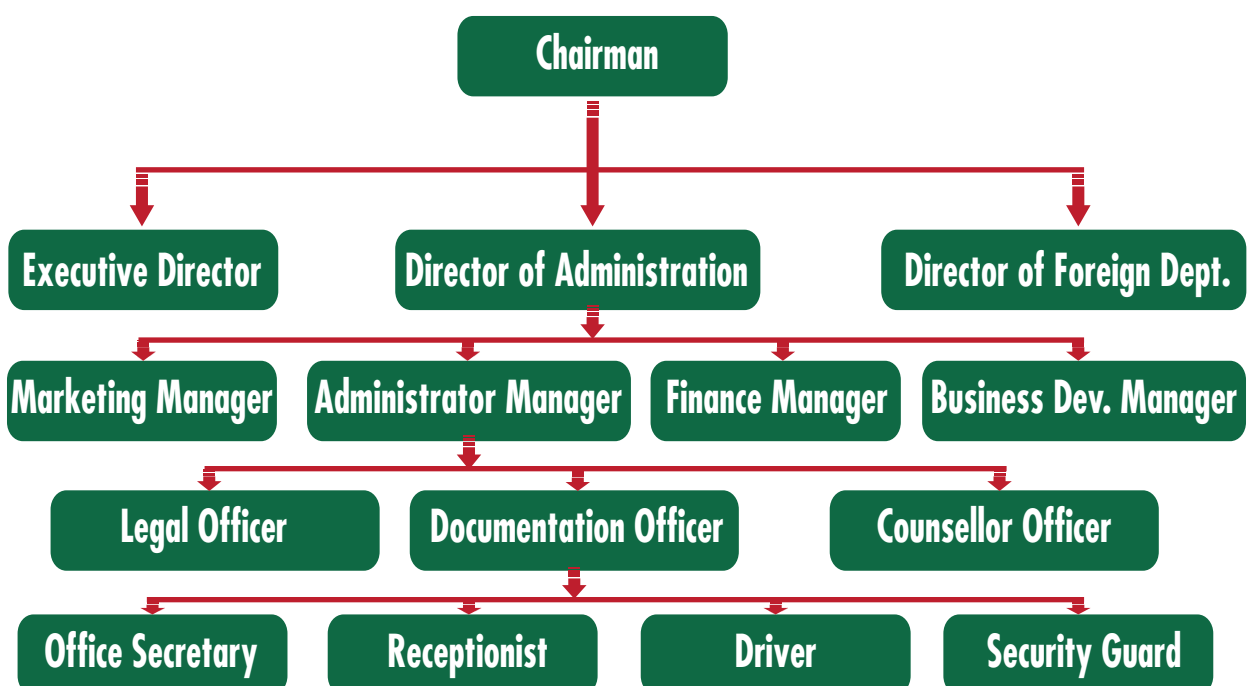


About Us

ABC Placement Services Pvt. Ltd. is a premiere manpower recruitment company based in Kathmandu, Nepal. The company has serviced many employers in various fields of discipline and specializes mainly in the recruitment of professionals and skilled manpower. Today, the company is relied upon by some of the world's reputable companies to assist them in their manpower needs.

At ABC, we view manpower as a partnership and a bridge to build a lasting relationship with our clients. This philosophy translates to why ABC has retained some of its clients gained at the start of its operations.

Organizational Structure



Catagory We Supply

Engineering

Electrical Engineer
Mechanical Engineer
Civil Engineer

Information Technology

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



Office Personnel Mangement Group

Officer Manager
Assist Manager
Manager-Marketing, Sales, Administration
Accountant, Cashiers
Secretaries, Storekeepers, Purchasers
Clerks, Typists, Data Entry Operators
Office Boys, Tea Boys, Bell Boys

Building Structure Maintenance & Construction Group

Electricians, Electronic Technicians
Plumbers, Welders, Steel Fixers & Pipe Fitters
Carpenters (Finishing & Shuttering)
Painters (Spray/Wall)
Mason-Construction Helpers
Mason-Brick Layers
Mason-Tile/Marble Fitters



Supermarket

Salesman
Check Out Cashiers
Trolley Boys
Shelves Rack Organizers
Cleaners

Garments and Textile

Pattern Makers
Cutting Masters
Production Managers
Supervisors
Tailors
Checker, Helpers



Catagory We Supply



Vehicle/Heavy Equipments Operator /Auto Mechanic and Maintenance

Light Vehicle Drivers
Car/Van/Mini-bus Drivers
Heavy Equipment Operators
Truck/Lorry/Trailer/Forklift/Crane Drivers
Motor/Grader/Dozer/Backhoe/Roller Operators
Bulldozer/Scraper Operators
Auto Mechanic/Diesel Machine Mechanics
Heavy Duty Mechanics
Wireless Technicians/Bar Benders

Hotel & Catering

Manager & Assist. Manager
Public Relation Officer & Restaurant Captain
Cooks (Continental, Chinese, Indian & Arabic)
Asst. Cooks
Waiters
Stewards
Fast Food Crew
Food and Beverage Controllers
Food and Beverage Manager
Bakers
Barmen
Kitchen Helpers
Dishwasher Men
Laundry Men
Pressmen
Janitors
House Keepers, Room Makers



Security Sector

Ex-British Army
Ex-Indian Army
Ex-Nepalese Army
Ex-Nepal Police
Watch Man
Security Officer
Security Supervisor
Civil Security Guard
Body Guard & Many More



Air Conditioning (Window Type, Split Level & Central Unit)

HVAC Enginners
HVAC Foreman
HVAC Supervisors
HVAC Technicians

Required Document

Ref:.....
Date:.....

ABC Placement Pvt. Ltd.
Samakhushi, Kathmandu, Nepal
License No : 537/061/062

POWER OF ATTORNEY

This is to confirm that we _____ (Name, Address and contact Telephone numbers of employer company), hereby appoint M/S ABC Placement Pvt. Ltd. Samakhushi, Kathmandu, Nepal having license no. 537/061/062 under Nepal Government Department of Labor, as our true and lawful attorney and agent in Nepal in respect of handling all the affairs concerning recruitment and passage of manpower such as registration of the demand with the department of labor, permission and clearance, etc. from the same department and to sign all the necessary documents required for the purpose of recruitment and passage of the required personnel and arranging their passports, visas and.....passage.....etc.

In witness, we have executed this Power of Attorney until it is not revoked.

Thanking you

(Name & Designation of Authorized Signature & Seal of the Company)

Note: Must be attested in Chamber of Commerce

AGENCY AGREEMENT

This contract is made and entered into on date _____ by and between (Name and address of your company) (hereafter called the first party) and M/S ABC Placement Pvt. Ltd. License Number: 537/061/062 Kathmandu, Nepal (hereafter called the second party) for the recruitment of workforce from Nepal in accordance with terms and conditions as mentioned below:

1. The first party has agreed to provide necessary documents such as demand letter, power of attorney, agency agreement, employment agreement and guarantee paper to the second party.
2. The first party shall be responsible to guarantee the fulfillment of the conditions agreed upon the employee regarding salary, accommodation and other conditions as stated in the demand letter and to make sure that the workers are paid their monthly salary on regular basis and other facilities.

Whereas

3. The second party agreed to mobilize the required number of manpower for the first party.
4. The second party agreed to explain the real facts such as the employment terms and conditions, job nature, salary, accommodation etc to the workers at the time of interview or before departure.
5. The second party agreed to provide the specified workers for the required jobs on the time.
6. The second party agreed to arrange the entire test requirement according to the first party's orders for selecting unskilled, skilled and professional workers.

Agreed

7. Both the parties agreed to co-operate each other in fulfilling the contract.
8. This agreement is valid only from _____ until _____

Both the parties here to have discussed all the above terms and conditions stipulated in this agreement and put their signature checked by each party.

The First Party

Seal & Signature

(NOTE: THIS AGREEMENT PAPER SHOULD BE ON THE OFFICIAL COMPANY WITH SEAL AND AUTHORIZED SIGNATURE. THIS IS NECESSARY FOR THE GOVT. FORMALITIES IN NEPAL)

Ref:.....

Date:.....

ABC Placement Pvt. Ltd.
Samakhushi, Kathmandu, Nepal
License No : 537/061/062

DEMAND LETTER

Dear Sir/s

In accordance to your request, we hereby forward you the Letter of Demand and authorize you to recruit the following categories of Nepalese Workers on our behalf at the rate of wages and conditions as below:

S.No.	CATEGORIES	QUANTITY	SALARY (QR)
1.	Labor	100	900-300
2.	Welder	25	1100-300
3.	Plumber	50	1100-300
4.	Carpenter	60	1100-300
5.	Electrician	70	1100-300
6.	Tile Maker	40	1100-300
7.	Driver	10	1400-300

Total number of workersonly.

OTHERS TERMS AND CONDITIONS

1. Contract Duration : 2 years
2. Duty Hours : 8 hrs a day, 6 days a week
3. Accommodation : Provided by the company
4. Food : Provided by the company
5. Transportation : Provided by the company
6. Medical & Insurance : Provided by the company from residence to the work site and vice versa.
7. Air ticket : Bothside Tickets will be provided
8. Annual Leave : As per Qatar Labor Law
9. Paid overtime works : As per Qatar Labor Law
10. Workers Visa provided for free of cost.
11. No Service Charge will be provided for recruiting workers.

All the others terms and conditions as per the Qatar Labor Law.

This Demand Letter is valid for the recruitment of _____ to _____ Persons.
We hope your company will do all the necessary arrangements.

Thanking you.

(Name & Designation of Authorized Signature & Seal of the Company)
Note: Must be attested in Chamber of Commerce

GUARANTEE LETTER

Date:.....

To
Director General
Department of Labor & Employment Promotion
Ministry of Labor & Transport Management
New Baneshwor, Kathmandu
Nepal

SUB: Guarantee

Dear Sir,

M/S ABC Placement Pvt. Ltd. Samakhushi, Kathmandu, Nepal having license no. 537/061/062 is our true and lawful recruiting Agent in Nepal. We have already provided all the necessary documents for recruiting the Nepali workers from Nepal. We are recruiting Nepali workers through M/S ABC Placement Pvt. Ltd. We have agreed and promised not to deploy our workers out of country and other companies. All the workers will be working with us in our above mentioned company. We will be responsible on this matter. This is our guarantee letter on behalf of our company.

Best Regards,

Name of Employer:-
Designation:-
(Seal & Signature)

EMPLOYMENT CONTRACT

This agreement has been made on _____ between employer and employee observing in a good faith on the following terms and conditions.

1. Employer: (Hereafter called The First Party) _____
(Name, Address, Tel. No., Fax No. and Email address of the Employer)
2. Employee: (Hereafter called The Second Party) Mr. _____holder of passport No _____

Both of whom voluntarily bind themselves to the following term and conditions:

1. Post (Job for) : _____
2. Monthly salary : _____
3. Accommodation : _____
4. Local Transport : _____
5. Air Ticket : _____
6. Visa & Work Permit : _____
7. Food (if provided) : The employer will provide three meals per day to the employee free of charge or 25% of the basic salary in lieu there of.
8. Working Days and Working Hours : Normal working days shall be six days per week and one day paid holiday per week and working hour shall be 8 hours per day, 48 hours per week.
9. Leave Benefit : The employer shall clearly state the weekly holidays, annual holidays and annual vacation specifying number of days, payment or wages or other compensation, which shall be according to the laws of the country of the employment.
10. Medical Treatment : The employer shall provide free medical services, including medicines.
11. Insurance : The employer shall provide necessary insurance against death or injury according to the laws of the country of employment.
12. Renewal of Contract : The contract is renewable with mutual agreement of both the employer and employee
13. Other Terms and Conditions : Other terms and conditions favorable of the employee not covered herein and which the laws of country of employment provide, shall apply and form part of this contract

The First Party

Company's Name

Authorized Signature

Name

Designation

Company Seal

Second Party

Name: _____

Passport No: _____

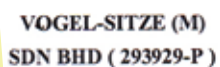
Nationality: Nepalese

Our Valuable Clients

UAE



MALAYSIA



QATAR



Our Destinations to Supply Manpowers



Malaysia



Saudi Arabia



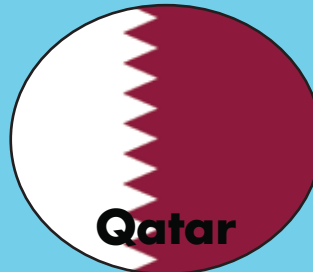
Oman



UAE



Bahrain



Qatar



Europe



Kuwait

Asst. Office:



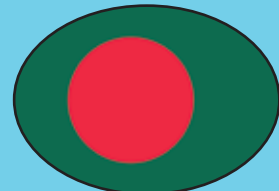
Sri Lanka



India



Pakistan



Bangladesh



ABC Placement Pvt. Ltd.

Gaushala-9, Kathmandu, Nepal

Tel : 977-1-4482340

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E-mail : info@abcplacement.com