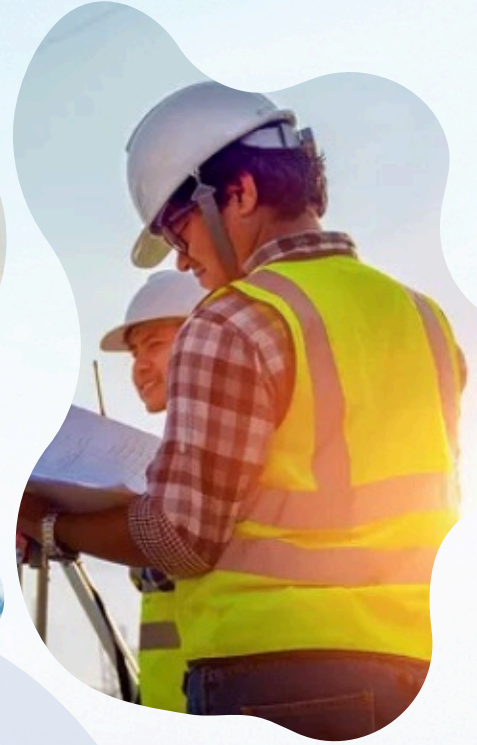




**EMPOWERING TALENTS,
BUILDING FUTURES.**



KNOW

ABOUT NEPAL

Nepal is a land-locked country nestled in the laps of the mighty Himalayan Range. Situated in the Southern Asia, China borders Nepal in the north while Nepal shares its eastern, western and southern borders with India. High mountain scenery, vivid culture and friendly smiling faces have captured the imagination of adventure seekers and travelers from the dawn of time. Nepal is a country of great topographical diversities. The altitude in the country varies from less than 70m above sea level at Kechana Kalan of Jhapa to the world's highest point 8,848m at the summit of Mt. Everest. This variation occurs at the distance of less than 300 kms. Nepal is divided into three different regions as per altitude variations: Mountain, Hill and Terai.

There are three major river systems: Koshi, Gandaki and Karnali which all drain into the Bay of Bengal through the Ganges. Similarly, Nepal is home to little lakes of different sizes at the laps of Himalayas to the lowlands of Terai. Lake Tilicho, the lake in the highest altitude in the world is also in Nepal. Nepali is a national language of Nepal. However, people in urban areas speak and understand English quite well. People in the tourism industry also speak and understand selected international languages like Chinese, Indian, French, Japanese, German, Spanish and others. Apart from these there are hundreds of local dialects spoken by people from various ethnic groups.

Nepal is a secular state and it respects the practice and existence of different religions within its territory, Nepalese people are mainly divided into two distinct groups: the Indo-Aryans and the Mongoloids (the Kirants). The Hindu Temples and Buddhist Shrines are scattered all over the country. Nepal is the birth place of Lord Buddha - the Herald of Peace. Hindus, Buddhists, Muslims, Christians and people of other religions live together here in perfect harmony.

ABOUT PASHUPATI HR SOLUTION

Pashupati HR Solution Pvt. Ltd. is a pioneer company for recruitment and deployment of Nepalese Human Resources abroad. It supplies skilled, semi-skilled and unskilled, technical and professional potential manpower based on the demand of our clients. We have reservoir of complete solution to the need of human resource. Pashupati HR Solution Pvt. Ltd. is a trustworthy manpower recruiting agency established under the Company Act 2021 and Foreign Employment Act, 2042 B.S. (1985 A.D.) and Regulation 2056 B.S. (1999 A.D.) under the license Number: 1400/074/075.



Pashupati HR Solution Pvt. Ltd. was established in 2073 B.S. (2016 A.D.) with a vision and goal to explore the employment opportunities abroad for the qualified and deserving individuals from Nepal, who wants to take their career in global scale. The past experience which the organization gathered will be a guiding lesson for our future and where we stand now is due to the hard work, dedication and sense of quality service in put by the high spirited team. This is what keeps us at the top of Nepalese Manpower Industry.

CONTENT TABLE

1

KNOW ABOUT NEPAL

2

ABOUT
PASHUPATI HR SOUTION

3

CONTENT TABLE

4

Our Mission
Vision
Objectives

5

Chairman's
Message

6

Vice Chairman's
Message

7

CAO's
Message

8

Organizational
Chart

9-10

Category we
Provide

11

OUR TEAM

12

TEAM
PORTFOLIO

13

Required
Doocuments

14

Company's
Legal Documents

15-16

Recruitment
Process

17-18

Our Clients

Our Mission Vision Objectives

OUR MISSION

Pashupati HR Solution (P.) Ltd. specializes in helping to provide right human resources to the clients in all aspects/features of the business start-up cycle from concept to operation.

OUR VISION

The vision of Pashupati HR Solution (P.) Ltd. is to be a recognized and well known leader in the region by fulfilling the dream of clients. i.e. foreign companies, via providing manpower recruiting services to foreign companies. This will assist to strengthen the financial condition of the country as well as the employers. It will further assist to achieve rapid profitable growth by ensuring that our clients needs are satisfied in an efficient and cost effective manner.

OUR OBJECTIVES

- To provide global overseas employment opportunity for qualified, skilled, trained, sincere and enthusiastic Nepalese workers. To make a trustworthy connection between employee and the employer.
- To assist for uplifting country's economic status by providing quality and qualified manpower to the world and helping the government to increase the volume of foreign currency revenue.
- To help share, learn and explore further advancement for Nepalese existing manpower.
- To provide efficient and effective human resources for required jobs and help Nepalese government in reducing unemployment problem.



A photograph of a man with a beard and mustache, wearing a grey blazer over a tan shirt, sitting in a dark brown leather office chair. He is positioned behind a desk with a laptop. In the background, there is a white wall with a power outlet and a framed picture.

CHAIRMAN'S MESSAGE

Dear Clients, Partners, and Well-Wishers Namaste !

Warm greetings from Pashupati HR Solution.

It is with great pride that I extend my heartfelt gratitude to all our valued clients and candidates who have trusted us over the years. As a leading recruitment agency in Nepal, our vision has always been to empower Nepali youth by connecting them with meaningful employment opportunities across the globe.

We are committed to ethical recruitment, transparency, and excellence in every aspect of our service. Our team strives continuously to ensure that we meet the evolving needs of international employers while maintaining the dignity and rights of our workers.

Together, let us continue building careers, strengthening economies, and upholding Nepal's reputation abroad.

With best regards,

Mr. Semanta Raj Neupane
Chairman
Pashupati HR Solution Pvt. Ltd.



VICE-CHAIRMAN'S MESSAGE

Dear Valued Stakeholders,

Greetings from Pashupati HR Solution!

It is an honor to serve as the Vice Chairman of an organization that has remained dedicated to bridging the gap between skilled Nepali manpower and global employment markets. Our journey has been built on trust, professionalism, and a shared commitment to quality.

We take pride in being part of a system that uplifts individuals, supports families, and contributes to national growth through foreign employment. With strong ethical practices and a customer-focused approach, we look forward to expanding our partnerships worldwide.

Thank you for your continued support and belief in us.

Sincerely,

M.D. Aziz Khan
Vice Chairman
Pashupati HR Solution Pvt. Ltd.



CAO'S MESSAGE

Dear Friends and Partners,

Namaste and warm greetings!

As the Chief Administrative Officer of Pashupati HR Solution, I am proud to lead an administrative team that prioritizes accuracy, compliance, and efficiency. We ensure that every recruitment process runs smoothly—from documentation to deployment—always in line with national and international standards.

Our commitment is to provide seamless service to both our clients and candidates, upholding transparency and integrity at every stage. We believe that behind every successful placement lies careful planning, honest communication, and dedicated teamwork.

Thank you for trusting us.

Warm regards,

Ayush Neupane
Chief Administrative Officer
Pashupati HR Solution Pvt. Ltd.

ORGANIZATIONAL CHART



Category we provide

Engineering & Construction

- Architect
- Civil Engineer
- Electrical Engineer
- A/C Technician
- Carpenter
- Electrician
- Foreman
- HVAC Technician
- HVAC Engineer
- Fabricator
- Mechanical Engineer
- Masan
- Painter
- Pipe Fitter
- Plumber
- Tile Setter
- Tile Fixer
- Welder



Hospitality Services

- Chef
- Cleaner
- Housekeeper
- Tea Boy
- Steward
- Waiter
- Restaurant Staff
- Restaurant Supervisor
- Bartender
- Barista
- Dish Washer
- Cook
- Janitor
- Tea Girl
- Stewardess
- Waiter



Beauty Services

- Barber
- Beautician
- Beauty Consultant
- Hair Beautician
- Henna Beautician
- Make-Up Artist
- Manicurist
- Massage Boy
- Nail Technician
- Swimming Instructor
- Tutor



Admin & Office

- Accountant
- Business Executive
- Secretary
- Document Controller
- Human Resources
- Messenger
- Office Assistant
- Receptionist
- Admin Staff
- Teacher
- Office Boy



Category we provide

Cars & Automobile

- Auto Center
- Auto Mechanic
- Car Painter
- Car Washer
- Fleet Supervisor
- Forklift Operator
- Heavy Equipment Operator
- Rental Agent
- Sales Outdoor



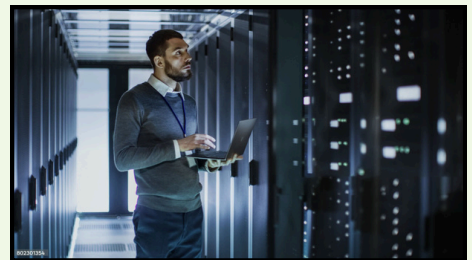
Driving and Security

- Light Driver - (Taxi, Limousine, Family Car)
- Heavy Driver - (Trailer, Bus, Truck)
- Security Guard
- Security Officer



Information Technology

- Appliance Technician
- Computer Engineer
- Computer Programmer
- Computer Technician
- Communications Engineer
- CCTV Technician



Sales & Marketing

- Cashier
- Merchandiser
- Sales Representative
- Sales Manager
- Marketing Representative
- Marketing Manager



Health Care

- Doctor
- Lab Technician
- Physical Therapist
- Registered Nurse
- Respiratory Technician
- X-Ray Technician



OUR TEAM



HOW WE WORK

We have ensured our business differentiates itself from other by providing better speed and punctuality on candidate's delivery per assignment. Although we pride ourselves on treating each client individually according to your specific needs, our consultants follow strict corporate guidelines and procedures leading to give a better service. Our aim is to ensure the quality and provide skillful candidates as per requirement as per requirements of the client. We work as joint venture with you to gain a comprehensive understanding of your needs and an in depth knowledge of your company structure, ethos and work ethic, thus enabling an accurately targeted recruitment campaign.



TEAM PORTFOLIO



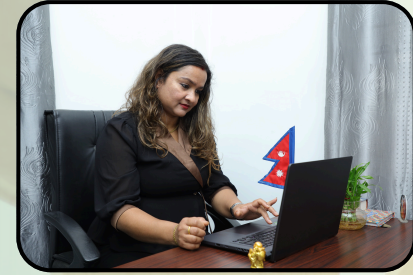
Chairman: - Semanta Raj Neupane
Head Office
Kathmandu, Nepal



Vice-Chairman: - M.D. Aziz Khan
Saudi Arabia



CAO: - Ayush Neupane
Head Office
Kathmandu, Nepal



Finance Manager: - Dhan Kumari Neupane
Head Office
Kathmandu, Nepal



Documentation Manager: - Umesh Prajapati
Head Office
Kathmandu, Nepal



H R Manager: - Lakpha Sherpa
Head Office
Kathmandu, Nepal

Our CO-Partners



MOHAMMED HEDAYET ULLAH
CEO

A.S. MIRZA GAZI OVERSEAS
Govt. Approved Recruiting License No. RL-1581

Bangladesh



The Name You Trust

ROGERS
INTERNATIONAL (PVT) LTD.

Sri Lanka

Shaheen Travels

**HUMAN
RESOURCE
SPECIALIST**

Estd. :1987

Overseas Manpower Recruitment

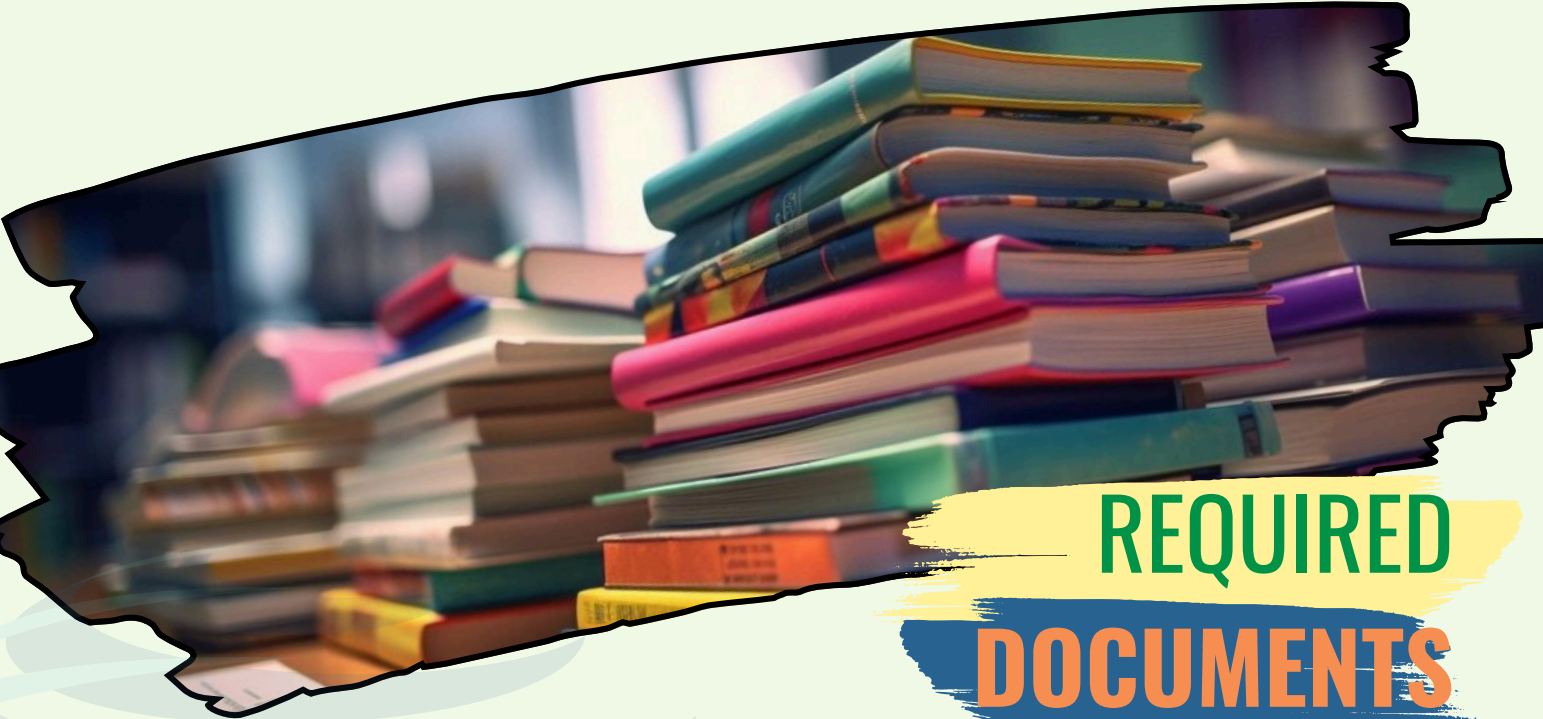
LIC.No. : B-0834 / MUM / PER / 1000+ / 5 / 2237 / 87

India

Ittefaq
RECRUITING AGENCY
OEP Lic. No. 0923 Lhr.

Pakistan

12



REQUIRED DOCUMENTS

The employer should provide these necessary documents for recruitment in NEPAL

DEMAND LETTER

A formal letter issued by the employer addressing Pashupati HR Solution Pvt. Ltd. with full details of

- The job categories and number of workers.
- Monthly salary.
- Contract Period.
- Working hours.
- Description of other facilities like Board and Lodging, food, medical and air passage.

POWER OF ATTORNEY

A letter issued by the employer authorizing Pashupati HR Solution Pvt. Ltd. to act on your behalf in recruiting the special number of workers and carry out necessary formalities related with the respective embassies and the Government of Nepal.

GUARANTEE LETTER

A formal letter addressing to director general, Department of Foreign Employment, Nepal, that concerned workers will be working in the country as well as guarantee statement of mentioned subject matter in the demand letter and will not be sent to any other country for work.

AGENCY/SERVICE AGREEMENT

This agreement will be made between employer and Pashupati HR Solution Pvt. Ltd. stating clear and precise terms and conditions regarding manpower supply from Nepal. This is to ensure the transparency between two parties.

EMPLOYMENT CONTRACT

This contract will be duly signed by the employer and the employee that includes Terms & Conditions, manpower supply, salary and other facilities (lodging food, medical & insurance, etc.)

* NOTE:

Original document from the company should be signed by the authorized person & certified by the chamber of commerce & industry, with the seal of the Ministry of Foreign Affairs of the concerned country. For some categories should be authenticated from the concerned Nepal Embassy.

Company's Legal Documents

बिर्ता कस्तार
आन्तरिक प्रशासन विभाग

स्वायत्त सेवा कम्पनी (PAN) शर्त प्रमाण पत्र

एनपी आई नम्बर : १२३४५६७८९०
आन्तरिक प्रमाण नम्बर : १२३४५६७८९०

आयदाताको नाम : पशुपति एच.आर. सोलुशन प्रा. लि.
आयदाताको पता : काठमाडौं, नेपाल
उपनाम : एच.आर. विभाग
प्रमाणपत्र नम्बर : १२३४५६७८९०

प्रमाणपत्र जारी गर्ने मिति : २०७३/०९/१५

Permanent Accounts Registration Certificate

Business name : Pashupati H.R. Solutions Pvt. Ltd.
Type of taxpayer : Private Limited
Income tax only

Business activities : Information Technology

Income Tax Blinded

बिर्ता कस्तार
आन्तरिक प्रशासन विभाग

स्वायत्त सेवा कम्पनी (PAN) शर्त प्रमाण पत्र

एनपी आई नम्बर : १२३४५६७८९०
आन्तरिक प्रमाण नम्बर : १२३४५६७८९०

आयदाताको नाम : पशुपति एच.आर. सोलुशन प्रा. लि.
आयदाताको पता : काठमाडौं, नेपाल
उपनाम : एच.आर. विभाग
प्रमाणपत्र नम्बर : १२३४५६७८९०

प्रमाणपत्र जारी गर्ने मिति : २०७३/०९/१५

Permanent Accounts Registration Certificate

Business name : Pashupati H.R. Solutions Pvt. Ltd.
Type of taxpayer : Private Limited
Income tax only

Business activities : Information Technology

Income Tax Blinded

बिर्ता कस्तार
आन्तरिक प्रशासन विभाग

स्वायत्त सेवा कम्पनी (PAN) शर्त प्रमाण पत्र

एनपी आई नम्बर : १२३४५६७८९०
आन्तरिक प्रमाण नम्बर : १२३४५६७८९०

आयदाताको नाम : पशुपति एच.आर. सोलुशन प्रा. लि.
आयदाताको पता : काठमाडौं, नेपाल
उपनाम : एच.आर. विभाग
प्रमाणपत्र नम्बर : १२३४५६७८९०

प्रमाणपत्र जारी गर्ने मिति : २०७३/०९/१५

Permanent Accounts Registration Certificate

Business name : Pashupati H.R. Solutions Pvt. Ltd.
Type of taxpayer : Private Limited
Income tax only

Business activities : Information Technology

Income Tax Blinded

Distributed by:
Nepal Notary Public Council
S.N. 4777377

Government of Nepal
Ministry of Finance
Inland Revenue Department

Permanent Accounts Number Registration Certificate

Permanent Accounts Number:

6	0	8	8	2	4	0	2
---	---	---	---	---	---	---	---

Inland Revenue Office, Hattisaripatti

Registration Date:

Income	16	07	2018
Tax			
Day	Month	Year	

Business Name: M/S Pashupati H. R. Solution Private Limited.

Type of the Taxpayer: Private Limited

Address: - Ward No. 8, Pingulathar, Metropolis: Kathmandu

Business Transactions: Foreign Employment.

Sgd. _____
Taxpayer's Signature.

Sgd. _____
Tax Officer's Signature.

2079-06-30 BS

Taxpayer's Responsibilities:

- Bills must be issued for every transaction.
- A VAT registered taxpayer must file his/her VAT returns and VAT amount within 25 days of the expiry of the Tax period (monthly, bi-monthly or trimester).
- Taxpayers who transact goods involving excise duty must, unless otherwise provided, file income statements and excise duty within 25 days of the expiry of every month.
- The income statements of every year should be submitted within the last day of Ashad (month).
- Failure to submit income statement and tax returns within the deadline will entail interest, penalty and additional charge.
- This certificate should be displayed in the main transaction spot/ head office.
- Please contact the tax office in case of any ambiguity.

Distributed by:
Nepal Notary Public Council
S.N. 4777347

Government of Nepal
Ministry of Industry
Company Registrar's Office

Registration No: 175333/024/075

Certificate of Incorporation of Company

This Certificate of Incorporation has been issued to M/S Pashupati H.R. Solution Pvt. Ltd. having incorporated it on the 15th day of September 2017 pursuant to sub-section (1) of section 5 of Company Act 2066.

Date: 2017-09-15 AD.

Sgd. _____
Assistant Registrar

Terms: As the mere establishment of the company is not deemed licensed for the implementation of the company objectives, you are informed to act according to the objectives of the company only after getting the necessary permit from the concerned agency as per related laws.

Distributed by:
Nepal Notary Public Council
S.N.

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

License No.: 140074/075

Date: 2018/01/07 AD

License

This License has been provided to **M/s Pashupati HR Solution Pvt. Ltd.** for operating the Foreign Employment Profession under the Foreign Employment Act 2007 A.D. and Foreign Employment Regulation 2007 A.D.

License Issuing Authority's
Signature: Sd. _____
Name: Raj Kumar Shrestha
Designation: General Director
Date: 2018/01/07 AD





The Taxpayer's Copy to be Attached

Name: Anshika P. C. [Signature]

Designation: General Director

Date of Expiry of Certificate: 2022 AD

Date of the Issuance: 15 JUL 2018

The Taxpayer's Copy to be Attached

Name: Anshika P. C. [Signature]

Designation: General Director

Date of Expiry of Certificate: 2022 AD

Date of the Issuance: 15 JUL 2018

The Taxpayer's Copy to be Attached

Name: Anshika P. C. [Signature]

Designation: General Director

Date of Expiry of Certificate: 2022 AD

Date of the Issuance: 15 JUL 2018



PROCESS

Customize for every position. In depth understanding of the client's business, culture and objectives is taken beforehand, the skills and interpersonal characteristics required in a position are defined and identified and accordingly a comprehensive position specification and job description are prepared.

MEDICAL CHECKUP

The candidates that are selected are sent for medical check up in a medical center, which is authorized by the country where the candidates will be placed.

DOCUMENTATION

The individual files will be maintained for all selected candidates which will contain the following documents.

After going through the rigorous selection procedure, the selected candidates will be trained and assisted in the following ways;

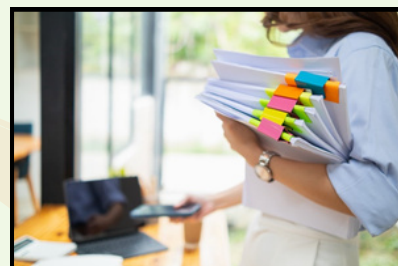
Training: Every recruited candidates will undergo training as per the job description given by the client. Pashupati HR Solution Pvt. Ltd. has its own motivational and skill development training center for person enlist with us. The orientation and practical operating help them to work with safety and efficiently.

Departure Formalities:

Passport: We help in updating the passport of the recruited candidates.

Visa: With the co-operation of the employer we arrange the stamping of the visa on the passport of the recruited candidates.

Immigration Clearance: We also help the recruited candidates to obtain the immigration clearance from the Department of Labour and we also assist the candidates to be familiar with the necessary formalities to be performed while going abroad like Embarkation form, Departure Form, Security Clearance, etc.





OUR VALUED CLIENTS



Sefic General Contracting Company



Ma'ak Operation and Maintenance Company



Dar Medical and Scientific Equipment Company



Taiba Gold and Jewelry Factory Company Taiba Gold and Jewelry Company Limited



OUR VALUED CLIENTS



SCAN ME



Govt. Lic. No. 1400/074/075

PASHUPATI HR SOLUTION PVT. LTD.

P.O. Box: 8975, EPC 5516

Battisputali-9, Gaushala, Bijay Chowk, Kathmandu, Nepal

Phone: +977-01-5923100

Email: pashupatihr17@gmail.com

Website: www.pashupatihr.com