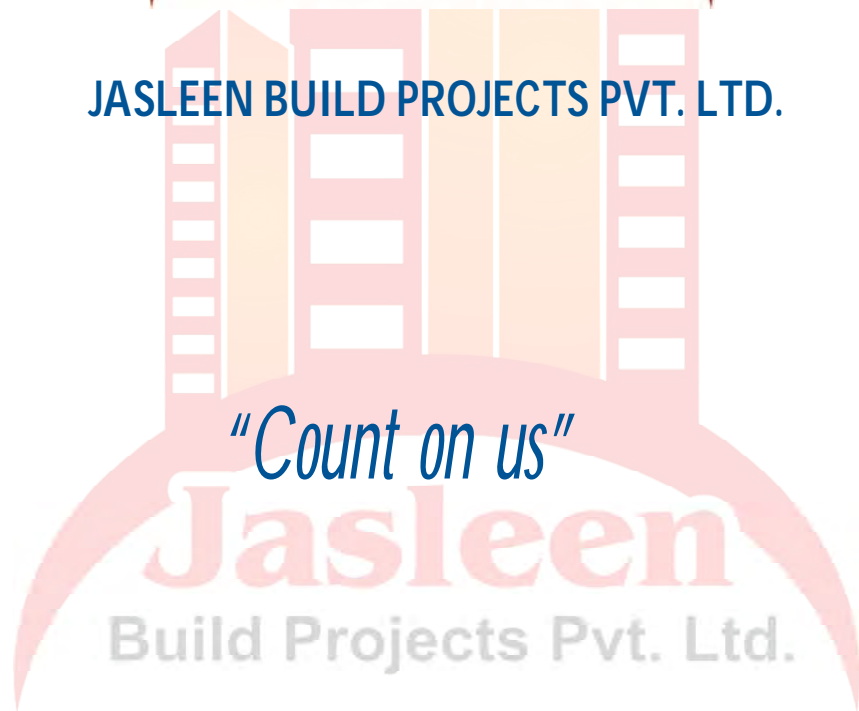




JASLEEN BUILD PROJECTS PVT. LTD.



One Million Ideas One Motto...



INTRODUCTION

DEAR ALL,

A VERY NICE AND WARM WELCOME TO YOU ALL.

Our organization is an assembly of hardworking, experience, dynamic and dedicated professional working to provide quality and superior business solutions. We strongly stand to mediate between the jobs creators and the job seekers. Our commitment, to promote close relationship between the employers and the employees makes our organization one of the best to deal with. We look forward in providing with the best of services to you in days to come.

Thank you for choosing Jasleen Build Projects Pvt. Ltd... as your business partner. We assure you our best of services at all times.

Thanking you !
Jasleen Build Projects Pvt. Ltd.Pvt.



WE SERVE



• Construction

• Operation & Maintenance

• Oil & Gas

• Hospitality

• Health Care

• Transport & Logistics

• Manufacturing Industries

• Security Guarding

COMPANY PROFILE

Jasleen Build Projects Pvt. Ltd. has redefined the process of global recruitment to a predictably accurate process with defined parameters for matching job skills of potential candidates with the job profiles of international companies. We as an overseas placement agency provide international job for skilled, semi-skilled and un-skilled workers with various corporate giants in the INDIA, NEPAL, EUROPIAN COUNTRIES.

Jasleen Build Projects Pvt. Ltd. follows a well-defined process and method. As an international recruitment agency, we cater to the needs of diverse industries like Construction, Hospitality, Engineering, Medical services, Oil & Gas shipping and so on. International companies normally issue a demand letter detailing job spaces, letter of authority empowering source to act as their recruitment consultants in Nepal and to deal with visa and other procedures.

The overseas company also forwards a draft of employment agreement between the employer and employee.



OUR MISSION

Our Mission

"DELIVERING EXCELLENCE TO INDIVIDUALS, BUSINESS AND COMMUNITIES."

Our mission statement reflects our commitment to offering the highest quality service to our clients, candidates and all the other stakeholders we work with, as well as the delivery of our corporate social responsibility program to help the wider community. It demonstrates how we continually strive to go above and beyond to provide exceptional service

Our Guarantee

We undertake to repatriate on our own expenses if any candidate deployed by JASLEEN BUID PROJECTS PVT. LTD., who is found professionally or medically unfit or refuses to work specified by company within a probationary period of 90 days from the date of his deployment.



Our Vision

*"TO DELIVER WORLD CLASS PROFESSIONAL REQUIREMENT SOLUTIONS,
TO EMPLOYERS & JOB SEEKERS IN EVERY RANGE OF DISCIPLINE"*

WHY US !!

Our genuine passion and enthusiasm for what we do, coupled with our agility enables us to respond swiftly to clients' ensuring that our clients continue to use Jasleen Build Projects Pvt. Ltd. time and time as their trusted recruitment partner. To ensure we uphold and promote the highest possible standards across our recruitment practices. Besides our passion for recruitment, we are pioneers in our sector and also nationally recognized for our corporate social responsibility strategy. What makes us the most reliable source is our team of expertise who collaborate to form an excellent management team. A fully computerized Office System and Virtual Databank designed to enable prompt communication among every staff for efficient and best service delivery. Our own reliable expertise for medical check-ups and aptitude tests enables us to handpick the best before we actually select anyone for final recruitment.

Overseas Recruitment Process

Jasleen Build Projects Pvt. Ltd. follows a well-defined process and method. We cater to the needs of diverse industries like Construction, Hospitality, Engineering, Medical Services, Oil & Gas Shipping and so on. International companies normally issue a demand letter detailing job spaces, letter of authority empowering sources to act as their recruitment consultants in Nepal and to deal with visa and other procedures. The overseas company also forwards a draft of employment agreement between the employer and employee. Jasleen Build Projects Pvt Ltd. then initiates the process of calling for applications from candidates, shortlisting and then calling selected candidates for tests and oral interviews either by the employer or his authorized representative at suitable locations in Nepal. Jasleen Build Projects Pvt. Ltd. the HR recruitment agency provides logistic support.

Sometimes employers abroad delegate responsibilities to Jasleen Build Projects Pvt. Ltd. As an overseas placement agency, we follow a defined process to ensure selection of only the perfect candidate matching the job profile. Industry experts in each field are called upon for interviews and tests jointly carried out with executives in HR specialization at Jasleen Build Projects Pvt. Ltd. As a manpower recruitment firm, Jasleen Build Projects Pvt. Ltd. also arranges medical checkup of selected candidates at authorized centers. This is followed by initiating the visa process with the Embassy of the country of the employer, followed by ticketing and immigration processes. Jasleen Build Projects Pvt. Ltd. also gives a basic orientation program for chosen candidates prior to leaving Nepal, informing them about labour laws of the country of employment, work environment in the company and other information.

Our Work Process

We pro-actively tap the market for excellent candidates. Once the candidates have been identified, we conduct in-depth interviews with each individual, and obtain detailed information (on topics such as educational background, experience, job history, career goals, personality traits, compensation etc.).

Our Team & Infrastructure

We are equipped with powerful integrated recruitment technologies and have a team of seasoned expert recruiters. We have all the latest facilities in the areas of communication, frequent transport etc., leading to expedition of the entire process. Additionally, all our recruiters have significant management experience. For most of the posts, they have "been there and seen it all". They understand the job requirement completely and appreciated that it is the human resources that the backbone of an organization's success.

REQUIRED DOCUMENTS

The requirement of document usually varies country to country but principally these types of documents are essential such as;

Demand Letter

Power of Attorney

Service Agreement

Employment Contract

Guarantee Letter

To be able to obtain the approval letter from the Government of Nepal. The following are, in principle, required for the government formalities and procedures;

Demand Letter

Addressed to authorizing Jasleen Build Projects Pvt. Ltd., Bhubaneshwar Mentioning the number of workers required in each category with salary, duty hour, food, accommodation & benefits to workers.

Power of Attorney

Addressed to authorizing Jasleen Build Projects Pvt. Ltd., Bhubaneshwar, **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.

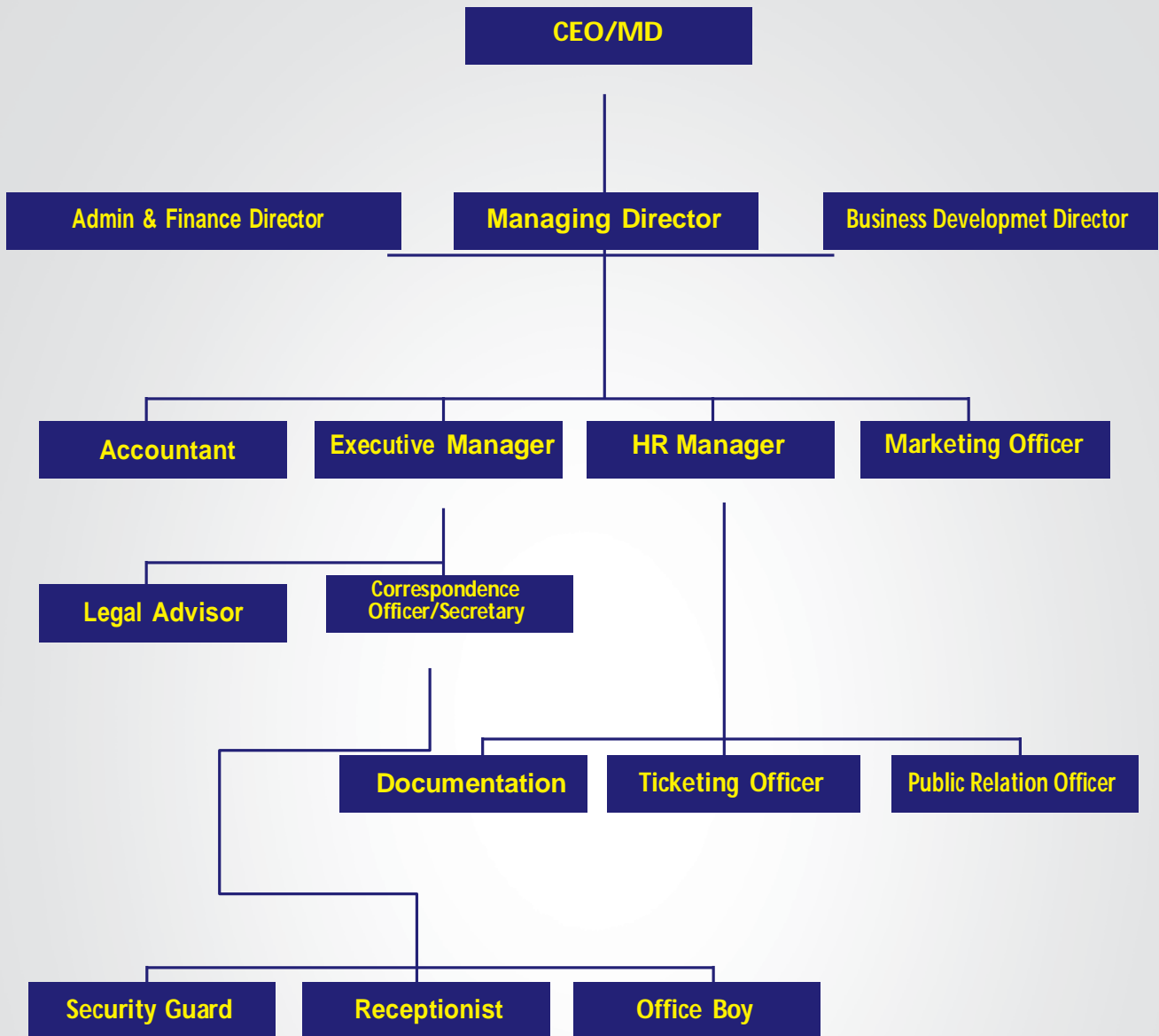
Guarantee Letter

Signed and stamped copy by the employer company should be mention that not to be deploy to other countries for work purpose.

Authorization Letter/Counselor Letter, Company Resgistration (CR) Copy, Visia 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.

ORGANIZATIONAL CHART



CATAGORIES WE PROVIDE

Civil/Architecture

Mason (Plaster, Block)
Mason (Tiles)
Rod Binder (Steel Fixer)
Shuttering Carpenter
Plumbing (Pipe Fitting Sanitary Work)
Aluminium Fabrication
Gypsum Ceiling Labour



Electrical

General Electrician (House Wiring)
Electrical Line Maintenance (Industrial)
AC & Refrigeration
Motor Welding



Mechanical

Automobile (Diesel & Petrol) Auto Electrician
Machinist (Turner)
Industrial Pipe Fitting
Steel Fabrication
Scaffolders



Security

Residential / Private
Security Official / Bank
Security Industrial Security



CATAGORIES WE PROVIDE

Welding

Normal Welding (Arc & Gas)
Welding 1G to 4G
Welding 6G
Welding TIG
Welding MIG
Welding Gas



Heavy Equipments / Drivers

Operators - Dozer, Fork lift, Roller,
Payloader, Back Hoe Operators - Crane
(Mobile/Crawler/Hydraulic) Heavy
Drivers - (Trailor/Drump/Truck)
Light Drivers - (Bus/Van/Car/Light
Vehicles) Mechanics - (Heavy/Light
Equipments Under Chasis) Tyreman
Denters Painters Moulders Helpers



Administration

Project Manager
Public Relation Manager
Chartered Accountants
Accountant/Cashier
Secretary/Executives
Clerk/Typist/Receptionist
Sales Personnel/Store Keeper
Computer Operator



CATAGORIES WE PROVIDE

Hotel & Hospitality

Western, Italian, Chinese food production
(Cooking and preservation)
Food & Beverage Service (Waiter, Bartender)
Front Office Management
(Receptionist call operator)
Room Boy/Laundry
Man/Cleaners



Agriculture & Plantation

Farming
Livestock
Fishery
Poultry
Bee Keeping
Floriculture



Denting & Painting

Sand Blasting
Building
Painting
Industrial
Painting



Supermarkets/Hypermarkets

Sales Supervisor
Salesmen/Salesgirl
Check out Cashiers
Trolley Boys
Shelves Rack Organizers
Store Keepers
Cleaners
Loading/Unloading
Helper Merchandiser



Cleaning & Housekeeping

Office Boy
Cleaner (Hospital, School,
Office etc.)
Housekeeper
Care Giver



CATAGORIES WE PROVIDE

**Power/Gas/Water
Treatment Pro Chemical Plants
(Exclusive Category)**
Engineers Technicians
Operators
Chemist & Analysts



Medical/Paramedical
Consultants Surgical
Nurses Technicians



Manufacturing & Production
Electronic Production
Plastic & Rubber Production
Furniture (Wooden & Metal)
Mechanical Spare Parts



Garments & Textiles
Patron Maker
Cutting Master
Production Manager
Supervisor
Tailors
Checker/Helper



OUR VALUED CLIENTS

