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**THIRDEYE
RESOURCES P. LTD.**

Your Complete Recruitment Partner

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ThirdEye Resources P. Ltd.
Your Complete Recruiting Partner

VISION

THIRDEYE Resources envisage being a global leader in the sphere of recruitment industry, with a strong commitment to ethical relation and overall prosperity of the clients and candidates. We continuously achieve sound growth of individuals and organizational with greater social status to our associates.

OUR COMMITMENT

We are committed to promoting the highest standard of clients and candidates care as well developing long lasting relationship. Clients and candidates are the center of all our business operations. Our company's foundation is built on our core values; they drive our business and are reflected in everything we do.

OUR CORE VALUE

- We work professionally for fair and reward
- We can work in pressure to meet deadlines and targets
- We ensure productivity and excellence
- We set clear goal before beginning the task
- We make commitment and take responsibility for our result
- We closely touch and impact people's life
- We empower people to help their growth

OUR STRENGTH

- Highly experienced professional and dedicated team
- Well-equipped office space with practical test facilities
- Strong software base data bank
- Wide range of selection opportunities in different fields
- Wide networking in our domestic sector
- Worldwide expanding network
- Hundreds of satisfied clients around the world
- Contentious growth
- Complete online and offline services
- Recognized polytechnic institutes for practical trade test and training
- Recognized medical testing center
- Online profile of candidates
- Leading recruitment portal
- Community based skilled employment initiatives

MESSAGE FROM CHAIRMAN

Namaste !!!

and warm welcome to **THIRDEYE Resources**, a leading recruiting agency in Nepal. We always consider the fact that the human potentiality should be utilized to the maximum extent for the betterment of the world. Hence, our priority is always to bridge up the opportunities and the human resources. Bringing together the organizations needing such workers for better production and the pool of good skilled workers and this gap has been successfully bridged by the services provided by us.

We are expanding our network globally whereas seeking genuine individuals or institutional to be our associate partner. If necessary we can meet, discuss, and finalize other terms and conditions to our mutual business interests.

We do feel that there is ample scope for us to work for you to fulfill your needs in manpower. We assure your first trial would prove our worthiness. We can assure you of complete satisfaction with our style of operation confidently with fruitful results.

Best wishes,

Kamal Dev Malla
Chairman

INTRODUCTION

THIRDEYE Resources is a leading manpower consultant in Nepal. Since establishment, it has been dedicating on supplying of workers in Middle East, Malaysia, Israel, and Japan. **THIRDEYE Resources** was registered in December of 2002 AD with veteran and experienced team to provide a recruitment services to workers vacant countries around the world. Its primary objective is to enable Nepalese citizens to raise their living standard. The company supplies all categories of human resources the shortest period. We have fully computerized strong data base system of abroad employment seekers.

Similarly we have established own world class training center namely **Kathmandu Polytechnic** to provide training and trade test facilities to our candidates specializing in civil, mechanical and electrical sector. We have own government recognized and well equipped **Health Care Diagnostic Center** for medical check up to our candidates.

We are fully committed towards providing constructive value additions to our clients providing loyal, decent, capable, and suitable candidate who portrays a positive image. We build interdependent relationship between employer and employee focusing on optimum production and productivity.

COMPANY PROFILE

Existence Verification:

Name: THIRDEYE Resources P. Ltd.

Chairman/MD: Mr. Kamal Dev Malla

Location: Sinamangal, Kathmandu, Nepal

Address: GPO 9818, Tara Chowk, Sinamangal - 9, Kathmandu, Nepal

Tel No: 00977 1 4464358/4462716

Fax: 00977 1 4464286

Mail: info@thirdeyeteam.com

Website: www.thirdeyeteam.com

www.kathpolytechnic.com

www.HRnepal.net

Credibility Factors and Affiliations

Establishment: 2002 AD

More Certifications: Registered with Government of Nepal

Affiliation: Nepal Association of Foreign Employment Agencies (NAFEA)

Nepal Chamber of Commerce

Statutory Approvals:

Types of Business: Manpower/ Recruiting Agency

License No: 350/059/060

Company Reg. No: 21597/059/060

Saudi ID No.: 880

Japan Approved No: 046

Israel License No: 145/068/069

PAN No: 301215228

Associate Groups: KATHMANDU POLYTECHNIC P.LTD.

HRnepal.com (A leading recruitment portal)

RECRUITMENT PROCEDURE

- On receipt of the requirement from the Client, the database is accessed in order to find suitable candidates. We Source candidates through our data base system as well as our Local Agents working all over Nepal. Similarly, we advertise in the leading national daily newspapers and any other effective Media.
- All preliminary scrutinizing of CV's along with testimonials are done by our team to check whether the candidate has given all his documents and to verify whether the candidate has the basic qualification for the relevant categories advertised.
- The short-listed candidates are presented to the clients or their authorized representatives for final selection. We maintain the highest standards of selection of candidates without any partiality, strictly on their merit and officially submit trade-test reports for each candidate.
- A final of selected candidates are informed accordingly for medical check-ups.
- The Client is then requested to send the visas of selected candidates to complete the immigration and travel formalities.
- Orientation is an essential procedure to recruit the finally approved candidates. We have designed the courses according to the country to orient for the workers getting deployed for foreign employment. It is aimed to provide the knowledge of the immigration, the rules, and regulation of the concerned country, labor laws, along with ritual, social taboos, tradition and culture, and the basic knowledge of the language.
- The travel arrangement is the final procedure. This includes handling over all the documents to the employee.
- The entire process takes about 15-25 days depending upon the urgency of the requirement.

WE PROVIDE FOLLOWING CATEGORIES

- Construction Industry
 - Electromechanical Industry
 - Food and Beverage Service
 - Manufacturing
 - Customer Care
 - Transport and Logistics Industry
 - Oil and gas
 - Recreation and entertainment
 - Caregiver and House Keeping
 - Cruise, Ship and Marine
 - Banking and Finance
 - Agriculture, and green house
 - Gardening and Plantation
 - Accounts and Managers
 - And many more.....
- Repair and Maintenance
 - Hospitality Industry
 - Security Guards
 - Health Care
 - IT and Telecommunication
 - Heavy Equipment operators
 - Sales and marketing
 - Helpers/Labor
 - Catering Services
 - Cleaning services
 - Warehouses
 - Merchandisers
 - Office boys and Messengers
 - Middle level management personnel

OUR RESPONSIBILITIES

- **THIRDEYE Resources** will act as authorized agent and will carry out the following activities in Nepal on behalf of the employer.
- Represent as authorized recruiting agent obtain necessary approval for the purpose of recruitment permission from Nepal Government.
- Advertise in leading newspaper and any other media to obtain response from the seekers with requisite qualifications for final selection.
- Arrange interviews/trade test to the candidates through well-qualified technical and administrative expert.
- Arranging adequate number of candidates for interview/skill/attitude test by the client or representative. (To arrange interviews, we need around 12 days advance notice from our clients)
- Procure the entire relevant document i.e. Bio-data, passport, medical report, police clearance certificates, no objection certificate etc.
- Arrange medical examination of the selected candidates through the authorized doctors and government recognized medical institutions.
- Full orientation and briefing to be conducted before the departure of the workers. Ensure air passage booking for the selected workers and arrange for their departure for joining service.
- Carry out all other functions as and when necessary to protect the employers.
- Arranging hotel reservation on the behalf of clients in Nepal for the selection team if necessary.

REQUIRED DOCUMENTS

According to Nepal government, we should maintain certain formalities before completion pre and final approval from Labor Department. Employer or recruiter should be verified following documents in recruiting procedure:

1. **Demand Letter** (Attested Copy Chamber and Nepal Embassy)
2. **Power of Attorney** (Attested Copy Chamber and Nepal Embassy)
3. **Agency Agreement**
4. **Employment Agreement**
5. **Guarantee Letter**
6. **Consulate Letter** (only for KSA)

(Note: In case of sample copies of given paper, kindly inform us, we provide instantly)