



ACE RECRUITMENT

Recruitment | Staffing | Consulting



COMPANY PROFILE

**A Leading
Recruitment Agency**

**Have been supplied more than 25,000
Nepalese workforce around
the globe.**

A: Sinamangal, Kathmandu, Nepal

T: +977 1-5914502, 1-5914503, 9801316307

H/P: +977 9801003502, 9801316308

E: recruit@acerecruitment.com.np

www.acerecruitment.com.np

About Ace Recruitment

Ace Recruitment Pvt. Ltd. is an emerging Recruitment / Manpower Agency based in Kathmandu, Nepal registered with Government of Nepal. Since establishment, we have been recognized as the premier agency and have developed excellent working relationship with major companies in the Middle East, Asia and European countries.

We maintain a huge data bank of varieties of candidates and keep continuous link with the best available personnel through regional representatives, media ads, technical institutions. We undertake different tests and interviews on each candidate's qualification, work experience and capabilities. Those who are well qualified and meet the job descriptions are considered for recommendation to the clients.

We believe in the easiest, fastest and smartest approaches on service delivery to our valued clients. 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 operate with fully equipped business center with qualified and experienced management team to provide professional, efficient and reliable services to our clients.



Why Recruit from Us?

- ♣ One Stop Recruitment Solution
- ♣ Quick, Hassle Free & Easy Recruitment Process
- ♣ More than a Decade in Recruitment Field
- ♣ Strong Online & Offline Data Bank
- ♣ Strong Nation-Wide Network
- ♣ Hundreds of Satisfied Clients
- ♣ Highly Professional & Dedicated Team
- ♣ Well-Equipped Office
- ♣ In-House Technical Training & Trade Test
- ♣ Fully Committed to Provide Constructive Value
- ♣ Innovative Recruitment Techniques
- ♣ Deployment of Quality & Reliable Worker

Vision, Mission and Goal

Vision

To be the leading recruitment agency dedicated to serving our candidates and the clients with the highest levels of service, knowledge, professionalism, honesty and integrity.



Mission

- To connect great organizations with even greater people
- To enable the discovery of opportunities by providing consistently superior HR solutions
- To value and respect individuality and diversity while growing together as part of the global community



Goal

- **Trust:** We are a high performing, high quality organization dedicated to employment and human resource services
- **Commitment:** We are committed to providing solutions for our customers. We exist to meet and solve the challenges our customers face.
- **Integrity:** We promise only what we can deliver and we deliver on every promise. Our business is built on a foundation of honesty and integrity.
- **Accountability:** We take ownership and initiatives in seizing opportunities, and honor our promises and commitments
- **Professionalism:** We are seasoned professionals, continuously educating ourselves and preparing for the challenges ahead.
- **Respect:** We treat every individual with respect, in every interaction.

Company Profile

Ace Recruitment Pvt. Ltd. envisages 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.

Company Name	: Ace Recruitment Pvt. Ltd.
Established Year	: 2023 AD
Business Type	: Recruitment / Manpower Agency
Labor License No.	: 1626/079/080
OCR Regd. No.	: 308008/079/080
NAFEA Member	: 1315
Authorized Capital	: USD 20 Million
Paid Up Capital	: USD 10 Million
Certification With	: Department of Foreign Employment, Ministry of Labor, Employment and Social Security, Nepal : Office of Company Registrar, Government of Nepal : Inland Revenue Department, Government of Nepal
Affiliation With	: Nepal Association of Foreign Employment Agencies (NAFEA), Nepal
Physical Address	: Prakash Sannyas Ashram, Near Tribhuwan International Airport, Kathmandu, Nepal
Landline	: +977 1-5914502, 1-5914503,
Mobile	: +977 9801316307, 9801316308
Email	: recruit@acerecruitment.com.np acerecruitnepal@gmail.com
Website	: www.acerecruitment.com.np
Managing Director	: Mr. Prakash Malla H/P: +977 9801003502, 9851226480 WhatsApp: +977 9801003502
Employee	: 10 - 25
Contact Office	: 7

Our Services

Ace Recruitment Pvt. Ltd. believes in our easiest, fastest and smartest approaches on service delivery to our valued clients. We are fully committed towards providing constructive value additions to our clients providing loyal, decent, capable, and suitable candidate who portrays a positive image.



International Recruitment

We specialize in International Recruitment basically supply workers from Nepal to Middle East, European and Asian Countries. With strong tie up with renowned recruiting agencies, we also supply workers from Bangladesh and India to abroad.



HR Consultancy

At **Ace Recruitment**, we provide the professional management consultancy services and advise on administration of human resources policies and procedures. We serve as internal consultants of any individual company by analyzing its current HR programs and recommending solutions. We also conduct different kinds of motivational and leadership training and workshop to our valued clients on regular basis.



Outsourcing

In near future, we have planned to extend our business in outsourcing in local labor market. Outsourcing is the business practice of hiring a party outside a company to perform services and create goods that traditionally were performed in-house by the company's own employees and staff. Outsourcing is a practice usually undertaken by companies as a cost-cutting measure. As such, it can affect a wide range of jobs, ranging from customer support to manufacturing to the back office.



Training & Trade Test

We have strong tie up with many Training & Trade Centers in Nepal. As we supply skilled and semi-skilled workers abroad, that is the reason we could able to make strong tie up with Technical Training Center, Language Center, Skill/Trade Test Center etc.



Recruitment Process

The formal recruiting process in Nepal starts once the employer issues the workers' demand documents to the name of **Ace Recruitment Pvt. Ltd.** The following papers should be issued by employer on behalf of our agency name:

01

Documents Required

The following original documents are required for recruitment from Nepal.

1. Demand Letter
2. Power of Attorney
3. Agency Agreement
4. Guarantee Letter
5. Employment Agreement

***Note:** The original papers should be attested from the Chamber of Commerce and nearest Embassy of Nepal.*

02

Authorization of Documents

On the receipt of original documents, we approach the Department of Foreign Employment (DoFE), Nepal for the permission (the department may contact you directly to verify documents). On such occasions, we kindly request you for your co-operation in verification process.

03

Interview & Selection

Once the permission granted by DoFE, Nepal, the following process go ahead:

1. Advertising in newspaper
2. Pre-screening of suitable candidates
3. Final interview of candidates by the client & trade tests (if applicable)

04

Medical Test

All the interview selected candidates are sent for medical check-up to the authorized medical centers.



Why From Nepal?

- ▶ Quick & Cost Effective
- ▶ Easy & fast process
- ▶ Workers available in any sectors
- ▶ Skilled & Unskilled workers
- ▶ Experienced in working in the extreme of climatic conditions
- ▶ Renowned for hard work & loyalty
- ▶ High sense of responsibility & discipline.

Recruitment Process ...

05

Visa Process & Issue

Only the visa processes of candidates who are medically fit and available for travel are processed. The employer submits for the visa and sends it back to us.

06

Final Labor Approval

On receipt of the visas (in some cases Labor Department asks for original visa of workers), **Ace Recruitment** will submit the necessary documents to DoFE in order to recruit the Nepalese worker for the Foreign Employment. As per rule of DoFE, we are allowed for Final Labor Approval only 9 days after the authorization/verification of documents.

07

Travel Arrangements

After confirmation of air ticket, we provide flight details of workers to employer.

08

Briefing & Orientation

Prior to flight, our mobilization staff will orient to each worker about the nature of jobs, safety procedures, the climate conditions, rules and regulations of the country, customs and traditions, place of work and environment.

09

Mobilization & Deployment

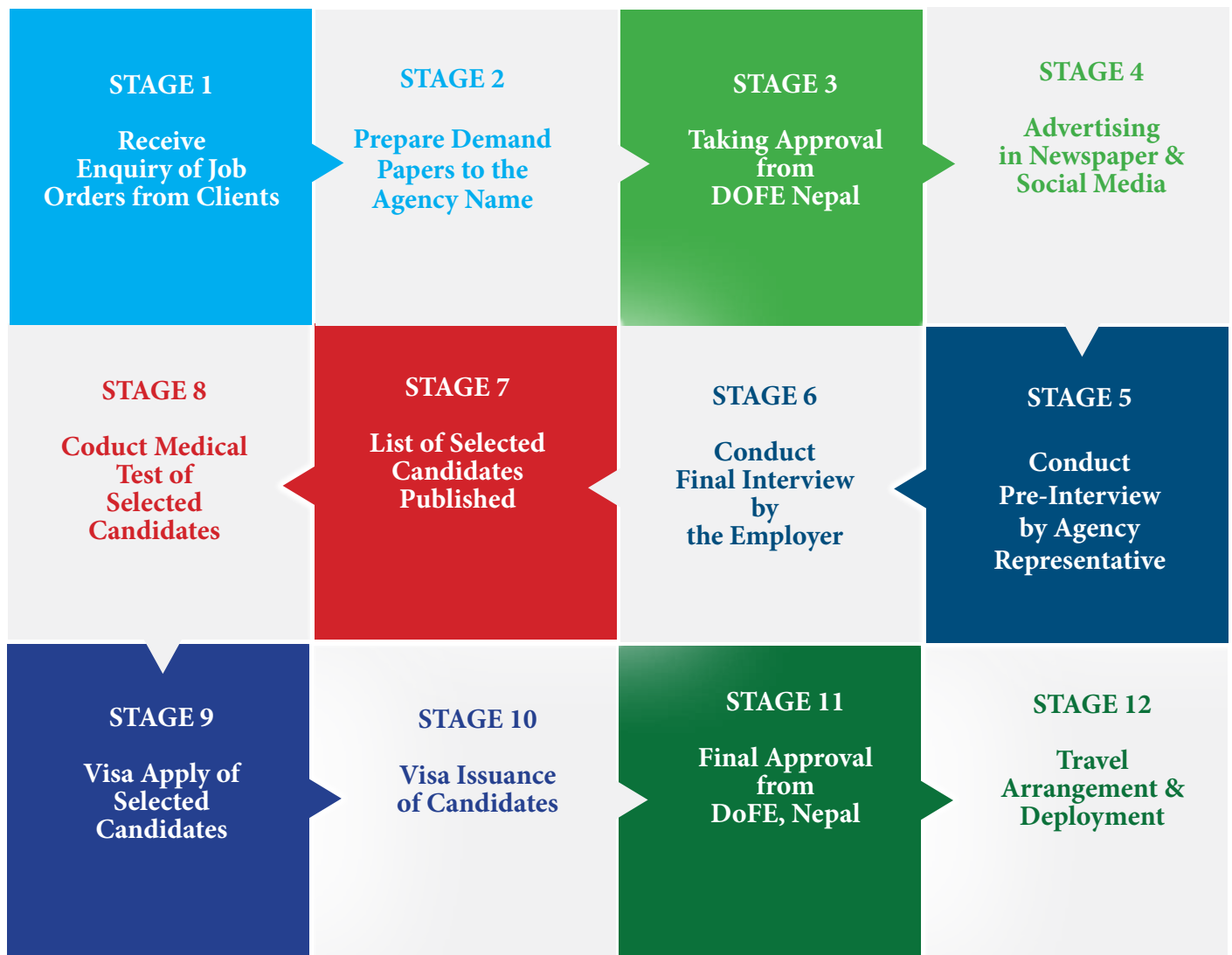
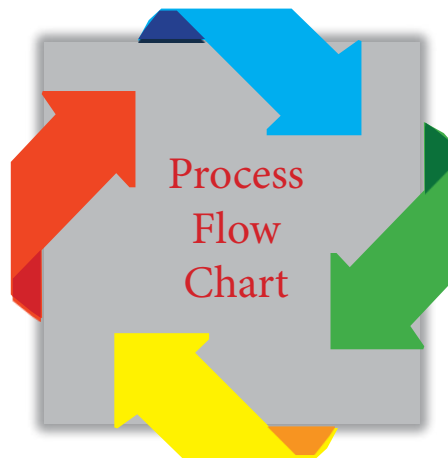
Before departure, we make them the affidavit to be signed between the worker and the recruitment agency. Finally, we handle them all the documents (passport, air ticket, employment agreement etc). With the best wishes, workers leave to the airport for their destination.

Our Strengths

- ▶ One stop Solutions
- ▶ Faster Hiring Process
- ▶ Full Support
- ▶ Higher Quality Candidates
- ▶ Teamwork
- ▶ Commitment to excellence
- ▶ High adaptability
- ▶ Diversification of services
- ▶ Strong, decisive leadership.
- ▶ Professional Team
- ▶ Strong networking
- ▶ Technical Know-How
- ▶ Mega Database of Candidates



Recruitment Process Flow Chart



Sectors We Supply Workers



Construction & Real Estate



Banking & Finance



Cleaning Services



Education Industry



Facility Management



Health Industry



Hospitality Industry



Information Technology



Production & Manufacturing



Oil & Gas Industry



Retail Industry



Construction & Real Estate

Other Expertises

Training & Trade Test

Technical Training is an integral part of recruitment. At **Ace Recruitment Pvt. Ltd.** we recognize the significance of value added by training the available workforce to improve the quality of our overseas clients and potential candidates in search of better economic employment opportunities abroad.

In addition to providing technical training, **Ace Recruitment** also conducts routine orientation programs to facilitate accurate information flow to the workers going overseas. The Training center has specialized training divisions for Civil, Mechanical, Electrical, and Metal Works trade. In addition, the training includes specialized trainings for the hospitality industry.



Medical Test

Medical fitness is one of the key qualifiers for anyone seeking employment overseas. Taking into consideration the strict medical test requirements in most countries, **Ace Recruitment** been setup inside the premises of company to deliver a quick & reliable quality testing. Candidates seeking overseas employment undergo variety of medical tests including TV, HIV, Hepatitis, Pulmonary & respiratory disorders, etc. at approved medical the center.



Orientation

Ace Recruitment Pv. Ltd. conducts orientation classes of selected workers with the help of Government approved orientation centres equipped with modern facilities such as hi-tech audio visual and office automation system to facilitate a meaningful orientation prior to the workers deployment abroad. Audio visual and office automation system to facilitate a meaningful orientation prior to the workers deployment overseas.





International Partners

- ☐ AMC, Doha, Qatar
- ☐ M.S. International, India
- ☐ Rahat Enterprises, India
- ☐ Aazam Enterprises, Bangladesh
- ☐ Shanti Travels, India
- ☐ Jobs Fountain, India
- ☐ AMC, Doha, Qatar



Local Partners

- ☐ Three Sixty Travels Pvt. Ltd., Kathmandu
- ☐ GS Technical Training Center, Kathmandu
- ☐ Life Skills Pvt. Ltd., Kathmandu, Nepal
- ☐ Three Sixty Travels Pvt. Ltd., Kathmandu
- ☐ Neo Investment Pvt. Ltd., Kathmandu
- ☐ Yolo Incorporation Pvt. Ltd., Kathmandu



Mr. Prakash Malla

Managing Director / Founder

Mr. Malla is the **Managing Director / Founder** of **Ace Recruitment Pvt. Ltd.** He has more than one and half decade experience in the recruitment and Academic field. He frequently visits Middle East and Malaysia for the business promotion.

He holds Master's in Philosophy (MPhil) degree in Economics from Tribhuwan University, Nepal.

Besides recruitment business, he has been teaching Economics at Graduate and Post Graduate level since 2003. He has also involvement in numerous social organizations.

Key Roles:

- To deal with clients in business activities
- To make business plan and promotion
- Recruitment in Europe, Middle East and Asia.
- Lecturer at multiple colleges

Engaged Company:

- Ace Recruitment Pvt. Ltd., Kathmandu, Nepal
- Yolo Incorporation Pvt. Ltd., Kathmandu, Nepal
- Three Sixty Travels Pvt. Ltd., Kathmandu, Nepal
- Neo Investment Pvt. Ltd. , Kathmandu, Nepal

Past Experience:

- Managing Director @ Aakriti Recruiting Pvt. Ltd., Nepal
- Managing Director @ Global Dream Recruitment Pvt. Ltd., Nepal
- Managing Director @ Avatar Human Resources Pvt. Ltd., Nepal
- Executive Director @ Manpower Link Pvt. Ltd., Nepal
- Managing Director @ Vigor Educare and Immigration Pvt. Ltd., Nepal

Our Team...



Mr. Bishnu Kumar Yadav
Int'l Marketing Director

Mr. Yadav is an **Int'l Marketing Director** of **Ace Recruitment Pvt. Ltd.** for Kuwait and entire Middle East Countries since its establishment. He has more than 4 years experience of in Qatar and 4 years experience in Kuwait in recruitment field. He frequently travels Kuwait and other GCC countries for market promotion.

Mr. K. Velieswaren
Int'l Marketing Director

Mr. K. Velieswaren is an **Int'l Marketing Director** of **Ace Recruitment Pvt. Ltd.** who take full responsibility of recruitment business in Malaysia. He is multi-dimensional personality having long experience in Manufacturing and Security Services in Malaysia. He has frequently visits Nepal and other countries for the business promotion.



Mr. Ganesh Chaudhary
Marketing Executive

Mr. Chaudhary is a **Marketing Executive** of **Ace Recruitment Pvt. Ltd.** for Nepal. He holds Bachelor's Degree in Management from Tribhuvan University, Nepal. He has more than 4 years experience in Hospitality and Information & Technology sector in Malaysia and Nepal.

Valued Clients

Qatar

Abdulla QF Al Thani Trad. & Cont. Est.
Ajyal Qatar Est
Amber Contracting WLL
Arabian Trading Contracting
Al Batoul International Contracting
Al Deeb Contracting & Transporting
Al Ekhityar Al Arabi
Al Gardaka Trading & Contracting
Al Karmel Engineering WLL
Al Karmel Turing & Engineering Services
Al Layali Al Khayr Contracting And Trading
Al Meera Consumer Goods (QSC)
Al Mujma Trading & Contracting
Al Nahar Al Modee Contracting
Al Ola Trading Corporation
Al Qaaf Trading & Contracing
Al Shajarat Al Hamra Contracting & Services
Al Shatir Trading & Contracting
Al Sial Contracting & Real State
Al Tathawrat Al Wmraniyya Trading & Contracting
Al Tawafk Construction & Building Co.
Al-Tlal Trading & Contracting Co
Al Waseet Almotamyz Interior Design
Alacke Trading & Contracting
Alromooz Cleaning & Public Services
Asia Electro Mechanical
Barzan Palace
Bailasan Trading and Contracting
Best Mark Contracting Co. WLL
Blackbrun Projects Co WLL
Breeze International

Qatar ...

Bruj Al Faisaliah Contracting
Cardiff Logistics WLL
Durrat Al-Doha Engineering
Constructive Trading LLC
Creative Hands Trading & Contracting Dynamic
Power
Fakhroo Engineering Trading & Contracting W.L.L
Four Rivers Food Distributors
GETC Group
Golden Fingers Cleaning & Hospitality
Green City Contracting Services & WLL
Harayer Cont Cleaning
Hirra Food Stuff
Inter Arabia For Paper & Plastic
Khalifa Steel
Mohamed Al Dosari Co Trading
Monarch Trading & Contracting
Najam AL Marzam Construction
Oasis Dewatering Services, Doha
Oman United Contracting
Optimo Projects
Pearl Landscappint
Petro Emphor Co WLL
Petroserv Controls & Communications WLL
Phoenix Trading & Contracting
Plege Electro Mechanical Group WLL
Precious Trading Company
Prestige For Hospitality
Profit Trading & Cont Co WLL
Qasr Al Andalus Co
Qatar Express

Valued Clients ...

Qatar ...

Qatar Group Business Integrated
Ready Built Trading
Siraf Enterprises,
Tawasol Project Development
The Maple Trading & Contracting
The Specialists
Valencia Décor
Virgo Engineering & Contracting WLL
Weaver Bird Contracting & Trading

Malaysia

Alpha Security Network Sdn Bhd
Equator Engineering Sdn Bhd
Eastern Steel Sdn Bhd
Feather Care Sdn Bhd
G15 Security Sdn Bhd
General Packaging Sdn Bhd
Hill Industries Berhad
Kedai Gunting NIA
Kilat Jalur Sdn Bhd
Otak-Otak Mr Noh
Hong Xin Construction Sdn Bhd
STS Hong Mu Sdn Bhd
PT Barokah Sadang Paloh
Shastha Glory Resources & Network

Saudi Arabia

Abdulaziz Ahmad Al Ghafies Car Wash
Al Kawther Building Steel Factory
Ahmad Zahid Abdullah Contracting Est.
Al Mishal Company
Al Othaim Markets
Anas Al Rakayan Workshop
Ahmad Gafies Farm
Al Mishal Company
Al Othaim Markets
Al Hasil
Anas Al Rakayan Workshop
Bilad Al-Janoub Auto Repair Workshop
Coffee Cup
Crystal Laundry
Car Wash, Riyadh, KSA Capital Electric Est.
Capital Electric Est.
City Lights Training Est
Dar Altasheed Demand Abdulaziz Ahmad Al Ghafies
Fatnah Saleh Almotairy Workshop
Fatnah Saleh Mutairi
Friends Foundation Arabian Gen Cont. ESt
Hamad Abdulaziz Al- Fuhaid
Hamad Jasem Al Hosani Trading Est
Institution Coffee Cup
Institution Rehab Alhabib Construction
Maher Al Rashed Restaurant
Maher Mubarak Alrashed General Contracting Est
Mohamed Fehaid Al Aiami Contracting
Mohammed Al Rashid

Valued Clients ...

Saudi Arabia...

Mohammed Issa Habib Corporation for trading & Contracting
Mohammed Rashed Fast Food Restauran
Mordi Saleh Hasil Bin Siroor Est
Murtada Ali Al Shihab Est
P.V.Est. For General Contracting Prospectus of Baida
Neptune Contracting Est
Orient Prevision & Trading co. ltd
Qanbar Dywidag
Rabya Contractors
Rokin Al Galaa-ARAMCO
Saad M. Alyan General Contracting
Saudi Archirodon Company Limited
Sati Hamoud Al Nufaie Gen. Cont. Est
Wajhat AL Mozen Contracting
Western Contractors
West Company Ports Services

United Arab Emirates

Al Kanz Jewellery LLC
Al Meem Building Cleaning Services
Al Shaheen Managment Services EST
Albonian Electromechanical Works & Maintenance LLC
Archirodon Construction (Overseas) Company Limited,
Bwabat Al Amaan
Boulevard City Suites
Readymix Abhudhabi, Abudhabi

United Arab Emirates...

Bwbatat Amman Techical Service
Jabal Jerzem Technical Works
Molly Maid
Swift Freshness Cleaning Services LLC
SBS Building Cleaning Services
Transguard LLC

Cyprus

A. M. Adamos Blue Sunrise Employments Agency Ltd.
N. P. Employment Services
Orthodoxou Employment Bureau

Croatia

Ruby Innovative Technical Services (RITS) d.o.o.
SAMSIC d.o.o.

Romania

SC Belgravia Consulting SLR
Boca Global Consulting SLR

Poland

Advance Global Skills - Europe
East-West Consultancy



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