



EASY SOURCE HR SOLUTION PVT. LTD

COMPANY PROFILE

Govt. Lic. No.: 1635/080/081

 Lalitpur - 4, Nepal  +977-1-015919087

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 www.easysourcehr.com

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ABOUT US.....

We are the leading specialist in recruitment and workforce solutions. We provide more flexible, cost effective and tailored recruitment services. Easy Source focus on providing outstanding services to both clients and job seekers.

We maintain huge data bank of varieties of potential candidates and keep looking for best available candidates through our regional representative, advertisement etc. We undertake tests and interviews on each candidate's qualification, work experience and capabilities. Those who passed pre-interview round, are well qualified and meet the job description are considered for recommendation to clients.

Easy Source focus on providing outstanding services to both clients and candidates. Our values are woven into the way we work with clients and candidates alike with integrity, trust, respect and enthusiasm at core.

MESSAGE FROM Managing Director

We are renowned recruitment agency in Nepal with an exceptional reputation for identifying and placing high caliber candidates. Our endeavor is to assist our clients to find right candidates. We have always given priority to employers demand and taken care in the best way possible. Our main focus is in offering quality assurance and we always make sure that we have taken care of your needs and honored our contractual obligations.

Easy Source has always subscribed to the highest ethical business practice. Easy Source guarantees its clients that irrespective of what their requirement are, our team will find you the candidates that matches the job profile and expertise.

Please don't hesitate to contact us to learn more about how we can help with your company staffing needs. We look forward to have you as a part of Easy Source HR Solutions (P) Ltd.

MISSION.....

To work in partnership and through understand needs and preference of both our clients and candidates so we consistently deliver a recruitment services that's of an exceptional standard and guided by values of performance, trust, transparency and respect.

VISION.....

Easy Source focus on providing outstanding service to both clients and candidates.

To connect great organization with even greater people.

We strive to deliver what we promise first time every time.

WHY CHOOSE US.....

1. Tailored recruitment service which is fully traceable and guaranteed to meet your specific needs regardless of how small or demanding they may be.
2. Fully screened and trained candidates so you can be free to focus on running core activities.
3. Partnership approach guided by trust, transparency, respect and performance to ensure we add maximum value over the long term by fully understanding your business.
4. Communication throughout the entire recruitment process from your dedicated consultant so you always know what's happening with the level of communication you require.
5. Equal importance placed on candidates and clients because we know both parts of the puzzle have to fit.
6. Competitive and cost effective to help you reduce your recruitment costs and maximize the return on your investment on people.

OUR SERVICES.....

Easy Source believes in providing fast and reliable services to our valued clients. We work hard to provide our clients with committed, loyal, hardworking and capable candidates.

INTERNATIONAL RECRUITMENT....

We specialize in providing unskilled, semi-skilled and skilled workers from Nepal to Middle East and European countries.

HR CONSULTANCY.....

At Easy Source we believe in providing information regarding recruitment of workers from Nepal to our valued clients. We serve as internal consultants of any individual company by analyzing its current HR programs and recommend solution.

TRAINING AND TRADE TEST.....

We have tied up with local training center across Nepal. We guide potential workers to get training to enhance their skills.

Recruitment Process.....

The formal recruiting process in Nepal starts once the employer issues demand documents in the name of Easy Source HR Solutions Pvt Ltd. The following papers are required to formally initiate recruitment process.

Documents required,

The following documents are required for recruitment from Nepal.

- Demand letter
- Power of attorney
- Agency agreement
- Guarantee letter
- Employment contract

NOTE: All paper should be printed on company's letter head and attested from the Chamber of Commerce and Embassy of Nepal. Sample of above papers will be available on request.

Authorization of Documents

On the receipt of original documents, we approach the Department of Foreign Employment for pre-approval.

Interview and selection

Once the approval is granted by DOFE, the following process is initiated

Advertisement in newspaper

Pre-screening of suitable candidates.

Final interview of candidates by the client if applicable.

Medical test

All the selected candidates sent for medical checkup.

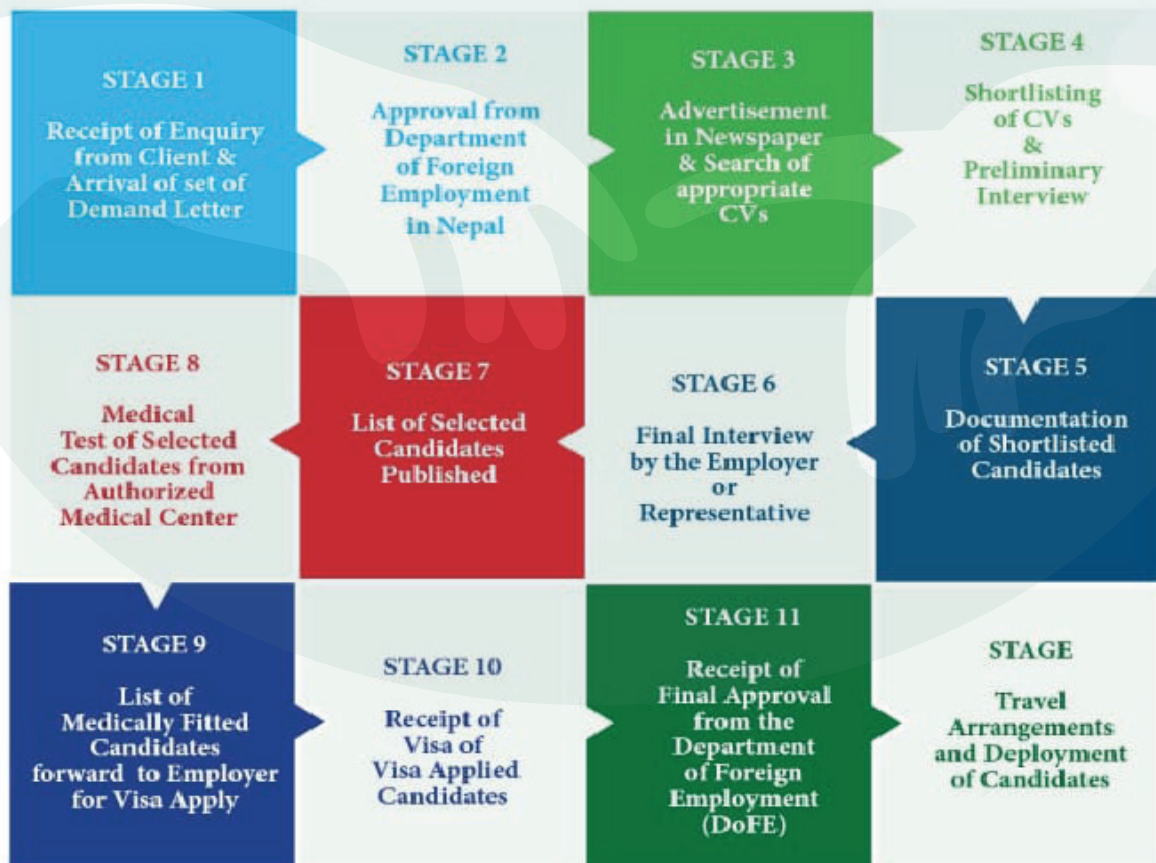
Visa Process and Issue.

Employers process for the visa of medical fit candidates.

Final approval.

On the receipt of the visa from employer Easy Source will submit necessary documents to DOFE for final approval. Once the final approval is received candidates are ready for departure.

Process Flow Chart



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