



LUNA HR SOLUTIONS PVT. LTD.

Manpower Consultant



LICENSE NO: 799/065/66
REGD. NO: 57875/065/66

Nepalese Manpower & Gurkha Guards

Nepalese Manpower

Capabilities & Competence

In every part of the world, the diligence and loyalty of the Nepalese are appreciated. A sense of duty, respect for loyalty and the conviction to meet challenges defines the Nepalese way. Since time immemorial, employers have sought the assistance of Nepalese workers to achieve success in almost any business. They have been excellent at manual labor jobs but lately a large number of them are being hired for skilled, semi skill and executive jobs. The Nepalese people have achieved great respect throughout the world for their ability to achieve the respectabilities given to them. Be it in the armed forces, building cities, public relations or whatever the need may arise, the tenacity of the Nepalese people has always passed the test. Their simplicity and the working strength without any means is the best in the manpower business and this is widely appreciated and acclaimed all things all the time they work diligently and expect the same from their employers. They are capable of entrusting with special tasks and responsibilities and assured the work is done with full satisfaction. A Nepalese employee always proves to be an asset for any organization.

Gurkha Guards

A Nepalese citizen belonging to a Gurkha community has golden histories embedded in him. Gurkhas are from Nepal and are in the Indian Army's Gurkha regiments. The brigade of Gurkhas and the Nepalese Army. They are used to hardships as because of their association with the hilly terrains where they are born and brought up. They are brave courteous and disciplined. The most influencing character they possess is that they are apolitical and serve their clients and don't get involve in asking WHY?

Former chief of the staff of the Indian Army Late Living Field Marshal Sam Manekshaw Once said, "If a man stays he is not afraid of dying, he is either lying or is a Gurkha." It is highly a fact that he himself wanted to inherit the title of "Bahadur" changing his personal name to Sam Bahadur Manekshaw. Since time immemorial the Gurkhas are serving the world with their honesty and gallantry. Some examples of their association are:

British East India Company-(1817)

British Indian Army- (1857-1947)

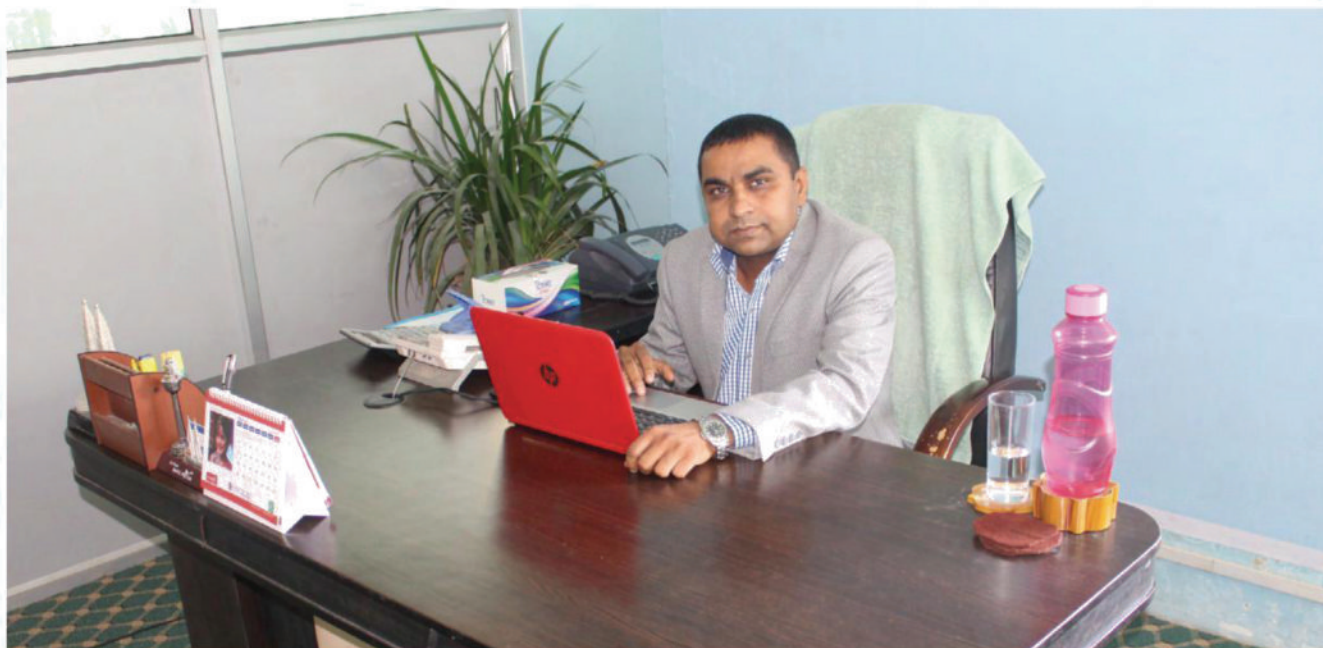
Regiment of the Gurkha Rifles - (1815-1947)

Participated in the Second World War and Post Independence British Army Gurkhas

Singapore Gurkha Contingent of Singapore Police Force.

As Brunei Gurkha Reserve Unit-Sultanate of Brunei.

Effect security is much more than visible person in uniform. A fully trained, loyal, honest, sense of authority security personnel is an asset for any organization.



Chairman's Message

Dear Clients,

It is a pleasure to introduce you Luna HR Solutions Pvt. Ltd. A company with a modest beginning which has now grown effectually and wants to humbly thank all its national and international associates and clients, who trusted us enough to make this possible.

We have been supplying different kinds of professional, Skilled, semi-skilled and unskilled workforce to different companies for their projects. We are confident of fulfilling every aspect of you manpower need, to your immense satisfaction. We hereby propose to enter into a strategic alliance with your organization, to provide for the most efficient, economic and responsible manpower from Nepal. If necessary we can meet, discuss and finalize other terms and conditions to our mutual business interest.

We can assure you of complete satisfaction with our style of operation, confidentiality as well as fruitful result.

Sincerely yours

Rajeshwar Kumar Ray

Chairman

Luna HR Solutions Pvt.Ltd.

Bhimsengola 34, Kathmandu

H/P : +977 9841246275

Email ID: rajeshwar.lunahr@gmail.com



MESSAGE FORM EXECUTIVE DIRECTOR

Greetings from Luna !!

Luna HR solutions, since its inception is effectively understanding yours human resource requirement and committed to establish and maintain positive attitude towards yours staffing needs.

We feel immense pride for the establishment of professional business association with our clients. We have always worked upon the maintenance of long-term relationship with our clients as well as candidates. This is boasted by continuous interaction and cooperation of our clients and candidates in each successive stage of recruitment. Thus it is proved that we stand for the best human resource solution for every type of organization.

Our goal is to exceed the expectations of every clients by offering excellent customer service, increased flexibility and greater value thereby ensuring that our client receive the most effective and professional service. Our data bank enables us to make on the spot placement possible in extremely urgent cases. We can source client requirement as per their specification and place right candidate at right job .

We would appreciate your positive response.

Best regard,



Rita Shiwakoti
Executive Director
Luna HR Solutions Pvt. Ltd.
Mobile: 00977 9808377473
Tel: 00977 1 4110391/94
Email: luna.hrpvtltd@gmail.com
Bhimesengola-34,
Kathmandu, Nepal.

Company Details

Company Name	:	Luna HR Solutions Pvt. Ltd.
Scope of Business	:	Foreign Employment Consultant
Date of Incorporation	:	22 October 2008
License No	:	799/065/66
Representative Director	:	Mr. Rajeshwar Kumar Ray (Chairman) +977-9841246275 / 9808130093
Authorized Capital	:	10,000,000 (NRs)
Paid up Capital	:	6,000,000 (NRs)
Physical Address	:	Bhimsengola-34, Kathmandu, Nepal Tel: +977-1-4110391/4 Fax: +977-1-4110398
Legal Advisor	:	Advocate Ghuran Sah Maitighar, Kathmandu, Nepal
Our Bankers	:	Prime Commercial Bank Limited Bhimsengola-34, Kathmandu, Nepal Nepal Investment Bank Limited Sinamangal, Kathmandu, Nepal

Introduction

As a company that recruits manpower for global business solutions, Luna HR Solutions Pvt. Ltd. perpetually understand this daunting task and respects this privilege. Established in Kathmandu Nepal in 2008, Luna HR Solutions was designed to bridge the gap between specialty sectors which are manpower starved and respectively the Nepalese manpower which were hungry for foreign job opportunities.

We are a specialized manpower recruitment agency based in Kathmandu, Nepal registered under the Foreign Employment Department, Nepal. With considerable experience and expertise by our side, we stride forward understanding the necessity of human resource in the business of today and tomorrow. The fact that Nepalese workers are sought after labour force is a ubiquitous fact. Our aim is to strengthen this statement to an extent where Nepal's labour power becomes a driving force towards a greater economic accomplishment of an organization.

Today we have thousands of graduates and skilled workers and to equip any company with competent manpower services. This extensive database of capable resumes provides our company with the power to meet labour requirements for any kind of business. Besides providing various kinds of technicians and professional we can provide a large team of personnel or individual workers for any company. At any given time we are ready to cater to human resource demands of any company form any part of the workers even at a very short notice. We work with professionalism and responsibility and are equipped with a capable staff that can provide satisfactory services to all our clients.

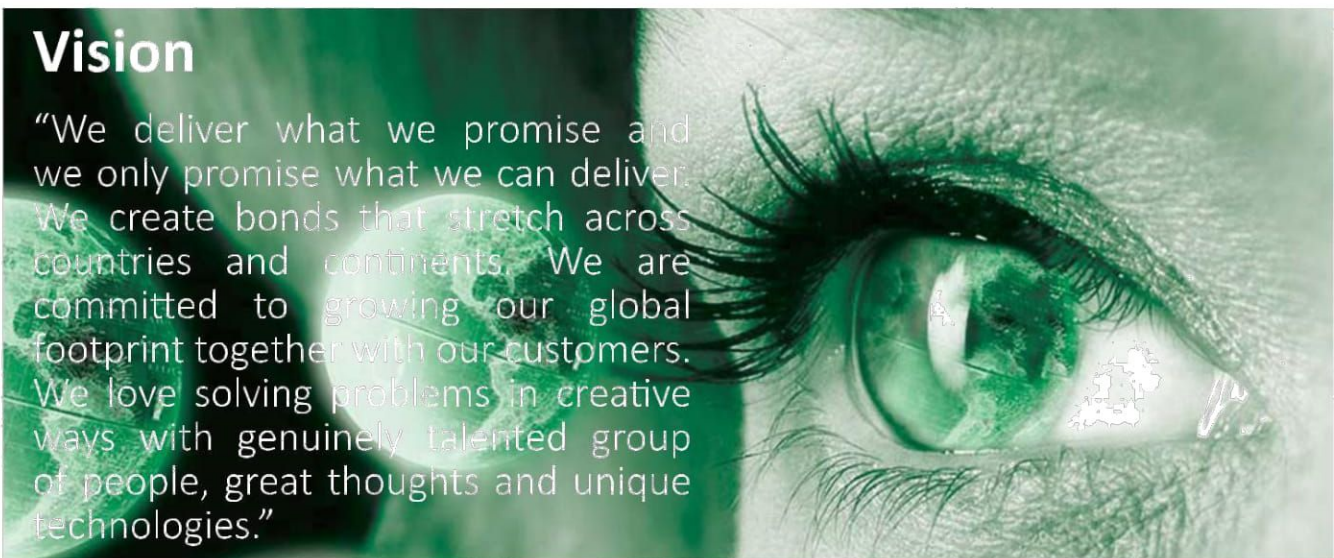
While we guarantee enhanced competitive edge to our clients through our unequalled manpower solutions, we concurrently value the career goals of our candidates and ensure they are in the right hands. It was this resolute drive that has established us as a peerless name of the industry.





Mission

To be the preferred foreign recruitment partner in Nepal by providing effective and efficient recruitment. We aim to offer our clients a total recruitment solution that enhances the quality and productivity of their foreign recruitment experience.



Vision

"We deliver what we promise and we only promise what we can deliver. We create bonds that stretch across countries and continents. We are committed to growing our global footprint together with our customers. We love solving problems in creative ways with genuinely talented group of people, great thoughts and unique technologies."

Our expertise and specialties

Data Bank: Our extensive database of capable resumes provides our company with the power to meet human resource requirements for any kind of business.

Cost Effective: we are well known for our cost effective methods of bringing the manpower to your needs making it worth every penny spent.

Hassel Free Recruitment: We maintain a healthy rapport with concerned government offices which allows our valued clients to recruit workers without any hassles.

Service Availability: Our representatives based in Qatar, Saudi Arabia and Malaysia does grant us an opportunity for our available service and assistance within your reach even at a short notice.

Track Record: Our proven track record amongst our clients and overwhelming response from the employers have always motivated us to work harder, more professionally and successfully, hence our mission and vision continues to reach bigger heights of solutions by every time of recruitment.

WE SUPPLY

HOTEL AND CATERING STAFF

Cook (Continental, Chinese, Indian and Arabic)

Asst. Cooks

Waiters

Stewards

Fast Food Crew

Kitchen Helpers

Dishwasher men

Laundrymen

Pressmen

CARPENTRY WORK

Furniture Carpenter

Joinery / Assembler

Shuttering Carpenters

Helpers

AGRICULTURAL & FARMING GROUP

Engineer Landscaping

Engineer Irrigation

Supervisors

Foreman

Gardeners

Farmers

INFORMATION TECHNOLOGY

Computer Engineer

System Administrator

Software Engineers

Programmers

System Analysts

Network Administrators

Data Entry Operators

Computer Operators

Computer Technicians

Database Operators

Data Entry Clerks

SUPER MARKET

Manager

Accountant

Supervisor

Cashier

Storekeeper

Salesman

Computer Operator

Cleaner

AIR CONDITIONING

**(WINDOW TYPE,
SPLIT LEVEL & CENTRAL UNIT)**

HVAC Engineers

HVAC Foreman

HVAC Supervisors

HVAC Technicians

GARMENT & TEXTILE

Pattern Makers

Cutting Masters

Production Manger

Supervisor

Tailors

Checkers, Helpers



WE SUPPLY

SECURITY SECTOR

X - British Army

X- Indian Army

X- Nepalese Army

X- Nepal Police

Watchman

Security Officer

Security Supervisor

Civil Security guard

Body guard & many more

VEHICLE/HEAVY EQUIPMENTS OPERATOR/ AUTO MECHANIC & MAINTENANCE

Light Vehicle Drivers

Car/Van/Mini-Bus Drivers

Heavy Equipment Operators

Truck/Lorry/Trailer/Forklift/Crane Drivers

Motor/Grader/Dozer/Backhoe/Roller Operators

Bull Dozer/Scraper Operators

Auto Mechanic/ Diesel Machine Mechanics

Heavy Duty Mechanics

Wireless Technicians/Bar Benders

OFFICE PERSONNEL MANAGEMENT GROUP

Office Manager

Asst. Manager

Manager-Marketing, Sales, Administration

Accountants/Cashiers

Secretaries/Store Keepers/Purchasers Clerks/

Typists/ Data entry operators

Office Boys/Tea Boys/Bell Boys

BUILDING STRUCTURE CONSTRUCTION MAINTENANCE

Electricians

Plumbers, Welders, Steel Fixers & Pipe Fitters

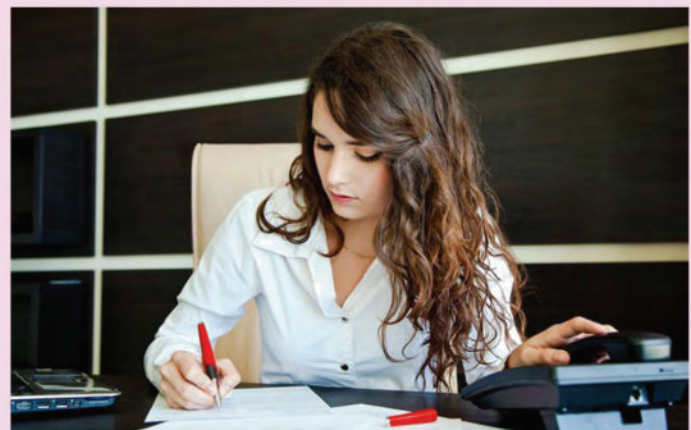
Electronic Technicians

Painters (Spray Wall)

Mason-Construction Helpers

Mason-Brick Layers

Mason-Tiles / Marble Fitters



Documents Required

As per the rules and regulation of the Nepal Ministry of Labour, the following documents duly attested by the concerned authorities are requested from the employers. All the documents must be attested by Chamber of Commerce and the Ministry of Foreign Affairs for the Nepal Embassy.

A. Demand Letter

A formal letter issued by the employer addressing our company with full details of the job categories, number of workers required, monthly salary, contract period, working hours and all other facilities like food, accommodation, medical and air ticket provisions.

B. Power of Attorney

A letter issued by the employer authorizing us to act on behalf of the employer in recruiting the required number of workers and to carry out all necessary formalities related with the respective Embassy and the related agencies of the government of Nepal.

C. Service Agreement

This agreement is made between us and the Employer company on the Employer company's letter head stating clearly and precisely all terms and conditions regarding recruitment of manpower from Nepal.

D. Employment Contract

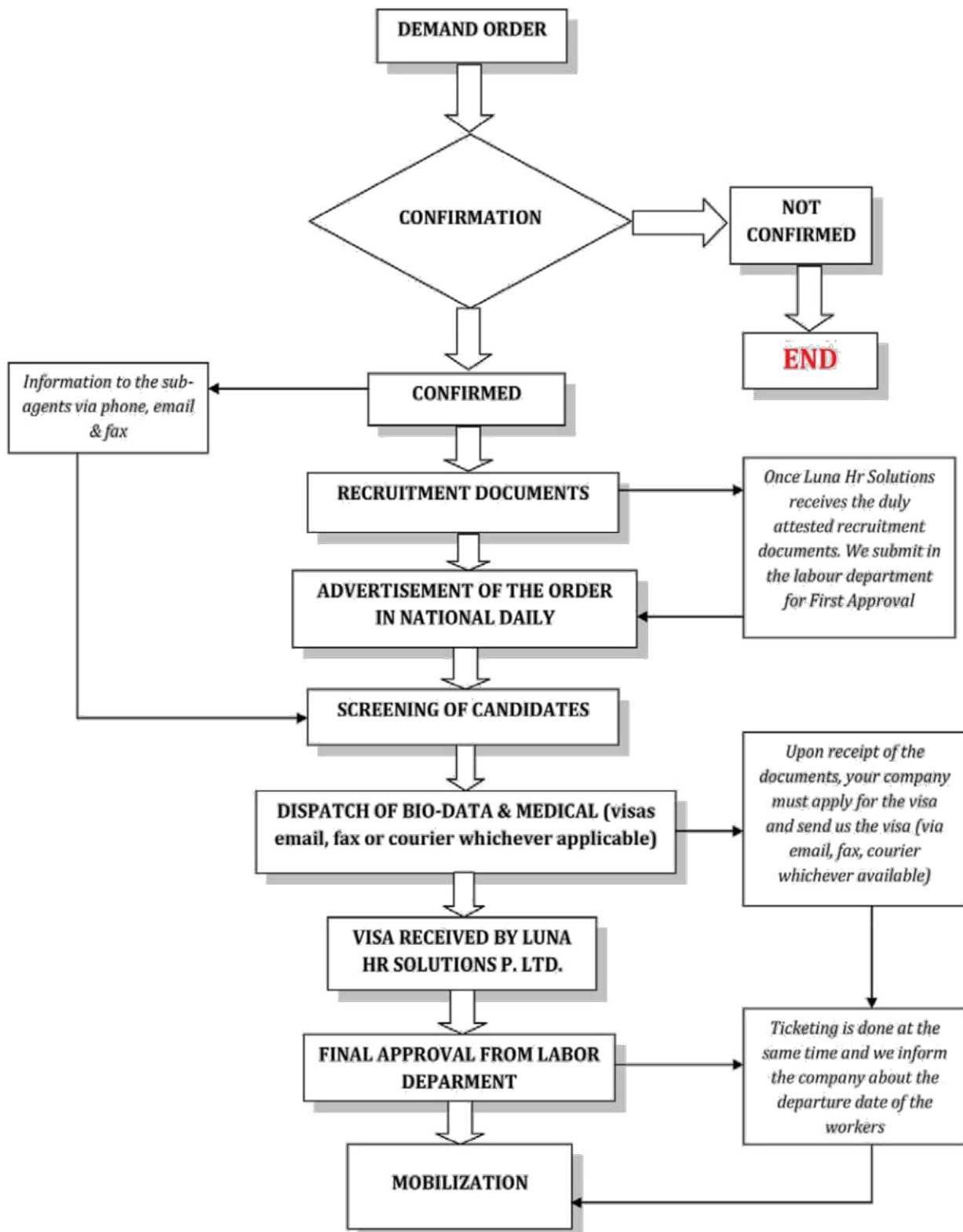
This agreement is made between the company (Employer) and the Employee on the company's letterhead stating clearly and precisely all terms and conditions regarding manpower supply from Nepal.

E. Guarantee Letter

The organization must ensure reasonable casting for the candidates. Hence the Guarantee letter is required.



Service Realization Chart



117

THE ROYAL EMBASSY OF SAUDI ARABIA
CONSULATE SECTION, KATHMANDU

ENTRY CARD

Name: Dhaneshwar Ray / الاسم

Agent: Cona HR Solution / المكتب

No: 749/065/066 / الرقم

Date: 15 JUN 2015 / التاريخ

رئيس القسم القنصلي

الختم

1. This card should be kept safely by the authorized person and will remain the property of the Royal Embassy of Saudi Arabia.
2. This card is valid for two years from the date of issue.
3. If found please contact the concerned manpower agency Tel. No. 00977-1-411.039.4 or the nearest police station.

Cut off Acut		Photo	
Government of Nepal Ministry of Finance Inland Revenue Department			
Permanent Account Number (PAN)		Registration Certificate	
PAN	3 0 3 3 5 9 0 5 4 Kathmandu-1	Date VAT Reg date:	12 01 2008 XXX
Internal Revenue Office	New Baneshwar	Luna	
Tax Payer Service Office	H.R. Solutions, P. Ltd	Name of Business	
Office	Private Limited	Tax Payer Type	
Name of Business	Ward No: 34, Bhimsengola, Praying Marg Metropolitan City, Kathmandu	Address :	
Tax Payer Type	Overseas Employment	Business :	
Signature of Tax Officer	Sd: Illegible	Signature of Tax officer	
<u>Details of other Business:</u>			
Name of Business	Address	Start on date	Sign of Authority

This Translation Copy is true and Verified

NOTARIZED DOCUMENT

AUTHENTIC TRANSLATION

(As per 2073/2008, Government of Nepal, New 2073/2008)
Translation / Certification / Attestation.

Authorized Signatory: _____
Notary Public, Kathmandu, Nepal.
Regd. No. 15920 Exp. Date: 24/09/2014.
Office of the Notary Public, Kathmandu, Net 11

130 JAN 2008



Our Clients



Super Enterprise Sdn. Bhd



Kawan food manufacturing Sdn. Bhd



Juken Technology Engineering Sdn. Bhd

Yi Jia Kitchen Sdn. Bhd



Heveaplast (M) Sdn. Bhd



SDP Manufacturing Sdn. Bhd



HK Kitaran Sdn. bhd



PTM Labels Sdn. Bhd



Paperprin Box and Paq Sdn. Bhd



Kumpulan Voir Sdn. Bhd



Toung Huat Rice (Pahang) Sdn. Bhd



Moonlight Cake House Sdn. Bhd



Pesona Saferay Sdn. Bhd



Wear Safe (Malaysia) Sdn. Bhd



Iam seng plastic industries Sdn. BHD



Altum Precision Sdn. Bhd



YSE Industries Sdn. Bhd



Bando Electronics (Malaysia) Sdn. Bhd



Rishcom Sdn. Bhd



Ceedtec Technology Sdn. Bhd

Star Plastics Industrial Co. Sdn. Bhd



Actor Carton Enterprise (M) Sdn. Bhd



Resintech Sdn. Bhd



Soshin Electronics (M) Sdn. Bhd

Our Clients



Ninestar Image (Malaysia) Sdn. Bhd



WJ Groundwater Limited-QIT Qatar LLC



Aruza Industries Sdn. Bhd



Spanish Center for Natural Marble



Etimaad Qatar LLC



Qatar Building Company



Pro Design



Zeus Trading & Contracting Co WLL



Readymix Qatar (LLC)



My City Engineering Enterprises



Qatar glass industries



Ansab General Contraction Establishment



Irinattech W.L.L



Al-Majal Alarabi group



Right Solution



Shade Corporation Ltd.

RIGHT SOLUTION

SHADE



Infrastructure and Building Company



Al Prilad



Ainar Cleaning LLC



Al Faisaliyah Contracting L.L.C



AL Bandary Engineering Trad & Contg.



Donrite electro mechanical works LLC



Ismail Bin Ali TRDG. & CONT. C



Technical Trading Company LLC

LUNA HR SOLUTIONS PVT. LTD.



LUNA HR SOLUTIONS Pvt. Ltd.

Manpower Consultant

Bhimsengola-34, Kathmandu, Nepal, Phone No. 00977-4110391, 4110394

Fax No. 00977-1-4110398

License No. 799/065/66

Regd. No. 58785/065/66

Email: lunahrsolutions@gmail.com, Website: WWW.lunahrsolutions.com