



VMS

A common platform for FAIR Recruitment

COMPANY PROFILE

VASTU MANAGEMENT SERVICE

CELEBRATING

16

Years of Legacy
on Fair Hiring : 2026



vmsnepal.com

"Where Ethics meet transparency"

"Recruitment is not just filling positions – it is about strengthening credibility and trust."



BOARD MEMBERS



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COMPANY OVERVIEW

Accredited by Ministry of Labour and Employment, Department of Foreign Employment, Kathmandu, Nepal
License No: 926/067/068

Since its establishment in 2010, VMS has been a trusted partner in overseas employment. We proudly connect employers with skilled job seekers from Nepal, ensuring secure placements and smooth workforce management. VMS ensures every recruitment process complies with international regulations and employer obligations, guaranteeing smooth operations and risk mitigation.

“Our core values are rooted in ethics and transparency”

OUR IMPACT

- **Economic Growth:** Contributing to Nepal’s economy through overseas employment.
- **Development Support:** Assisting employing companies with reliable workforce solutions.
- **Partnerships:** Building long term alliances with employers and job seekers.

“Seal your reputation with VMS, the trusted multi-industry recruitment specialist.”

REASONS TO CHOOSE VMS

Expert Headhunters - Our dedicated team specializes in sourcing the best candidates across industries.

Global Reach - We serve employers around the world with reliable and ethical recruitment solutions.

Government-Accredited and Licensed manpower agency.

Proven Expertise in Workforce Deployment Across Industries - construction, hospitality, healthcare, manufacturing, engineering, and more.

Risk Mitigation and Smooth Operations - A strong compliance framework ensuring risk mitigation and smooth operations.

Quality and Reliability - Rapid response to manpower needs with a focus on quality and reliability.

Obligation Free Consultation - Simply dial the number below or drop us a message to arrange a consultation with our recruitment experts.

OUR DAILY PURPOSE

Our daily purpose is to offer a comprehensive range of recruitment services that connect employers with the right talent and empower job seekers with meaningful opportunities.

OUR GUARANTEE/COMMITMENT

Your success is our priority. As a strong assurance of our commitment, we provide a six-month replacement guarantee on every candidate we place. If a candidate does not meet your expectations or proves unsuitable during this period, we will replace them promptly and at no additional cost, with all expenses fully covered by VMS.

We pride ourselves on delivering carefully screened talent, personalized service, and proactive support. By paying close attention to your unique requirements, we aim to build long-term partnerships that drive consistent value and results for your business.

FINANCIAL TERMS

FLEXIBLE RECRUITMENT SOLUTIONS

At VMS, we understand that every employer has unique workforce needs and budget considerations. That's why our recruitment strategies are designed to be **flexible, adaptable, and client-focused**.

What We Offer

- **Tailored Strategies** - Customized recruitment approaches that align with each employer's industry, role requirements, and financial capacity.
- **Budget-Friendly Solutions** - Flexible financial terms that ensure fairness without compromising quality.
- **Scalable Services** - From individual placements to mass recruitment drives, we adjust to meet your hiring demands.
- **Client-Centric Approach** - We prioritize transparency, efficiency, and long-term partnerships in every recruitment process.

OUR SERVICES

- ◆ **Global Workforce Supply:** Providing skilled manpower to diverse industries worldwide.
- ◆ **Compliance & Security:** Ensuring legal and regulatory standards are met at every stage.
- ◆ **Rapid Response:** Addressing manpower needs quickly and efficiently.
- ◆ **Workforce Management Support:** Helping employers meet obligations and manage teams effectively.

SCOPE OF OUR SERVICES

- ◆ **Executive Search** - Identifying and placing high-impact leaders who drive growth, performance, and long-term success.
- ◆ **Skilled & Semi-skilled Talent Search**
Delivering reliable, job - ready professionals tailored to your operational and industry- specific needs.
- ◆ **Bulk Hiring Solution** - Fast, efficient, and scalable recruitment to support large-volume workforce requirements without compromising quality.

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QUALITY POLICY

At VMS, quality is at the heart of everything we do. Our goal is to achieve **total customer satisfaction and drive continuous improvement** across all aspects of our business.

Our Systems and Procedures

- **Employee Training & Development** - We invest in our people to ensure they deliver excellence.
- **Process Reviews & Audits** - Regular evaluations strengthen efficiency and maintain high standards.
- **Customer Feedback Monitoring** - We actively gather and address feedback to improve our services.
- **Legal Compliance** - We strictly adhere to the laws of Nepal and employer countries.
- **Candidate Evaluation** - Skill tests and interviews identify the best-fit candidates for every role.
- **Fair Recruitment Practices** - We confirm ethical procedures, prohibiting forced labor and safeguarding employee welfare.

HOW WE DO

OUR RECRUITMENT METHODOLOGY

Through dedication, professionalism, and integrity, we aim to make every recruitment journey smooth, secure, and rewarding.

A. Market Insights & Salary Benchmarking

At VMS, we empower employers with the knowledge they need to make **competitive and informed hiring decisions**. By combining industry expertise with real-time data, we provide valuable insights that strengthen workforce strategies.

What We Offer

- **Industry Trends** - Up-to-date analysis of market conditions and workforce dynamics.
- **Salary Benchmarking** - Reliable data on compensation standards to ensure fair and competitive offers.
- **Strategic Guidance** - Insights that help employers attract, retain, and motivate top talent.
- **Global Perspective** - Understanding of both local and international employment markets for smarter decision-making.

B. End-to-End Recruitment Management

At VMS, we provide a **complete recruitment** solution that covers every stage of the hiring process. From the initial job posting to the final onboarding, we manage the entire journey with **efficiency, transparency, and professionalism**.

Our Comprehensive Approach

- **Job Posting & Advertising** - Strategically promoting vacancies to attract the right talent.
- **Candidate Sourcing & Screening** - Identifying and evaluating applicants to ensure role alignment.
- **Interviews & Assessments** - Conducting structured evaluations to shortlist the most suitable candidates.
- **Selection & Placement** - Matching employers with candidates who fit both skills and culture.
- **Onboarding Support** - Guiding candidates through documentation, compliance, and smooth integration into their new roles.
- **Feedback & Reporting** - Collecting feedback from both employer and candidate to ensure service quality and continuous improvement.

TRADE TEST:

Candidates to meet the industry standards are tested by their practical skills, technical knowledge at accredited trade testing centers available with us.

VISION

Through a synergistic team approach and a competitive edge in the marketplace, VMS aims to become a **global leader in job placement services**. With confidence and dedication, we assure our partners of a brighter future-because we believe:

TOGETHER WE CAN ACHIEVE HEIGHTS !

MISSION

Our mission is to open doors for Nepali workers to thrive abroad - offering ethical employment services, transparent guidance, and unwavering support so every journey leads to growth, dignity, and a better future.

FAIR RECRUITMENT POLICY

VMS's Fair Recruitment Policy reflects our commitment to **social responsibility** and the **protection of human rights**. This policy applies to **all individuals engaged by, working with, or performing services for VMS**.

We are committed to **ethical recruitment practices** and to **respecting the human rights of all stakeholders**. Our policy **strictly prohibits discrimination of any kind** and upholds the right to **transparent and accurate information**. We **do not tolerate child labour, human trafficking, forced labour, or any form of modern slavery** in our operations or supply chain.

RECRUITMENT GUIDELINES/FORMALITIES

- Demand Letter
- Power of Attorney
- Agency Agreement
- Guarantee Letter
- Employment Agreement (Specimen copy)

(Note: Above document to be signed by sponsor or authorized signatory only)



DOCUMENT ATTESTATION PROCEDURES

Above Set of Documents to verify and certify from chamber of Commerce and Nepal Embassy through online Portal Submission.



PRE-DEPARTURE ORIENTATION (PDO)

The **Pre-Departure Orientation (PDO)** is a mandatory program designed to equip migrant workers with essential knowledge before they begin their journey abroad. This orientation provides practical guidance and valuable insights to help workers adapt smoothly to life and work in a new country.

Key Areas Covered

- **Work Standards** - Understanding professional expectations and workplace culture.
- **Country Profile** - General overview of the destination country and its lifestyle.
- **Health & Safety** - Tips to stay safe and maintain well-being abroad.
- **Travel Guidance** - Practical advice on airport procedures and travel readiness.
- **Government Programs & Services** - Information on support systems available to migrant workers.

Benefits

By attending PDO, migrant workers gain the confidence and awareness needed to mitigate challenges abroad, ensuring their journey is safe, fair, and rewarding.





INDUSTRIES WE SERVE

VMS is a multi-industry recruitment specialist



RETAIL



HORECA



MANUFACTURING



**TRADING &
CONTRACTING**



HEALTHCARE



**MARINE
ENGINEERING**



**SHIPPING &
LOGISTIC**



CONSTRUCTION



TRANSPORTATION



OIL AND GAS



SECURITY



AVIATION

OUR ASSOCIATES/HIRING PARTNERS (2024)

“We are not selling the story but creating the history”

QATAR



MALAYSIA



UAE



BAHRAIN

KUWAIT

OMAN



Kingdom of Saudi Arabia (KSA)



INTERVIEW CAMPAIGN ARRANGEMENTS

We have sufficient facilities to assess and test every skill required by our clients.

Skill-testing facilities are available for all trades, including industrial sectors, hotel management, and other professional fields.

NMDC Energy Abu Dhabi, UAE



Enova Facility Management (AI futtaim Group) *Dubai, UAE*



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RECRUITMENT CAMPAIGN

20th-21st July, 2025
Kathmandu, Nepal

Vastu Management Service
Balkumari-09, Lalitpur



Abudhabi Manpower Supply (ADMS) *Abu Dhabi, UAE*



KV Group Muscat, Oman



TOKEN OF APPRECIATION



KV Group, Muscat, Oman

RECOGNITION FROM EMPLOYERS

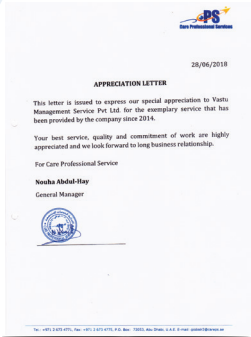


KV Group, Muscat, Oman

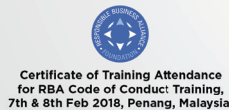


Resala Care Nursing Services, Doha, Qatar

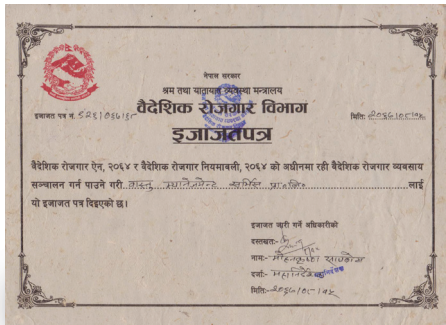
TESTIMONIALS



ACCREDIATIONS



LICENSE



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Date of Renewal	Period of Renewal	Charge of Renewal	Additional Renewal Charge	Signature of renewal Authority
2076/03/31 B.S. (2021/03/15 A.D.)	2067 end of Ashad B.S. (Mid July 2024 A.D.)	20,000.00		Section Officer 2076/03/31 B.S. (2021/03/15 A.D.)
2081/03/17 B.S. (2026/03/10 A.D.)	2076 end of Ashad B.S. (Mid July 2027 A.D.)	30,000.00		Section Officer 2081/03/17 B.S. (2026/03/10 A.D.)

Terms and Conditions:

- No branch offices shall be open to work without approval.
- No Activities shall be done through an agent.
- No worker shall be sent in any manner to any country other than those countries for which the franchise has been obtained.
- In addition to the provisions laid down in the laws in force, the directives issued by Government of Nepal from time to time shall be complied with.

Recruiting Globally From Nepal!



A common platform for FAIR Recruitment

VASTU MANAGEMENT SERVICE

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