

Important Information

- It is mandatory to be at least 18 years of age to go for foreign employment. Do not submit false details or documents to go for employment.
- When applying for foreign employment get enough information about recruiting agency. Do not attempt to go through an intermediary/agent or similar person. There is a strong possibility of being cheated and stranded abroad.
- Before joining the foreign employment recruitment process, be clear about the country you want to go to, the company, the work to be done, the salary to be paid and all other service facilities.
- When you go abroad for work, use Nepal's airport, otherwise there is a possibility of cheating. Do not go abroad for employment using alternative routes to other countries. If someone is trying to lure and take you, let the local police know.
- Pay special attention as there will be legal action when you go secretly for foreign employment, you will be stranded, you will have an accident, you will not be able to find work as per the agreement, it will be difficult to rescue and you will not get service from welfare fund, insurance company.
- Even after the expiration of the contract period, do not stay illegally without permission beyond the validity of the visa, otherwise action may be taken according to the law of the country concerned. Renew your passport in time before it expires.
- A person going for foreign employment should not stay or work abroad illegally after the period of permission as per the rules. As long as the contract is not broken within the period as per the foreign employment agreement, one should not leave the job and go to work elsewhere.
- After the expiration of the contract period, you have to re-insure and work only with a work permit, otherwise you will not get insurance and other financial assistance in case of an accident.
- Before leaving for a foreign employment, keep a copy of the employment documents you have received at your home and verify the documents you need to take with you, otherwise you may face problems in the immigration departure hall or abroad.
- Earned money should not be wasted, use the saved money to send to your relatives in Nepal from abroad through bank account or remittance companies. There are also informal and illegal means of sending money. It is advisable not to use such means as there is no guarantee of security of the money sent to such a mechanism and there is a possibility of money sinking.
- The laws and regulations of the country concerned must be followed.

Documents Required for Departure

- Agreement with the employer
- Medical report
- Copy of insurance policy for foreign employment
- Original passport with visa
- Labor approval e-sticker
- Air ticket

Workers' Right

- Freedom in employment choice
- The right to work freely
- The right to participate in trade unions
- Human behavior
- Equal treatment without discrimination on the basis of caste, religion, gender, color, nationality, etc.

Request of this Organization for those Who Want to go for Foreign Employment

- The demand letter received by this organization will be advertised through the national daily newspaper, FM radio, website and the official Facebook page of this organization. Therefore, anyone interested in applying is requested to not to use mediator / intermediary / agent and contact our office directly without any hesitation.
- As all the expenses incurred in the recruitment process and the service fee of this organization will be borne by the employer, we request the applicants not to do any financial transaction with anyone.
- This organization always encourages voluntary recruitment process. Applicants are required to participate in the Orientation Program provided by this organization before applying and we request to fill in the application form only after understanding all the details.
- For the process of foreign employment recruitment, one does not have to submit original educational certificates and citizenship in this organization. However, after passing the interview and health examination, the original passport will be kept with the consent of the applicants for the visa and labor approval process.

Grievance

We prohibit bribery, corruption, gifts, forced labor and human trafficking. Therefore, if you have any information about it or any other complaint or response, please contact us as mentioned below. This organization will keep the identities of the people here secret and will proceed with the necessary process.

📞 +977-9801004345 ✉ grievance@titanicmanpower.com

Other medium to register grievance

- Toll Free No. of Department of Foreign Employment: 166001099999 📞 01-4782616
✉ complaint@dofe.gov.np 🌐 www.dofe.gov.np
- Call Center No. of Foreign Employment Board: 16600150005, 1141
📞 +977-01-5320311, 5320433 ✉ callcenter@feb.gov.np
- Toll Free No. of Embassy of Malaysia: 016-2472777
✉ info@nepalembassy.com.my



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Licence No. 285/058/059 - 2002 A.D.

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Employment opportunity in zero cost

TITANIC
Ethical Recruitment Agency
Since 2002

Introduction

We have established this organization in 2002 with honesty and self-awareness as our fundamental principles. We have been sensitively operating this business since its inception. Therefore, this business has become an integral part of our business activities. At the same time, we are equally committed to conducting our business in compliance with the prevailing national and international labor laws, rules and norms.

ISO since 2007, this recognized organization is committed to continuous improvement in its business activities. We have been constantly striving to upgrade our business processes and systems for the past 19 years.

We started working in 2013 in association with companies affiliated with the RBA – Responsible Business Alliance, an organization committed to upholding the rights of migrant workers. We are always committed to complete the ethical recruitment process by keeping the policies, rules and standards of RBA. In addition, we are actively participating in the training, seminars, workshops and other programs organized by RBA. From this, we are getting motivation to make the foreign employment business more systematic.

In addition, we have continued our collaboration with other national and international associations and organizations related to this business with a view to making foreign employment more effective and robust.

In fact, since the spirit and future of not just one person but the whole family is linked to this business, it is our understanding that it is not just a business but a human service.

Finally, we urge employers, applicants and all stakeholders to encourage ethical recruitment processes and participate spontaneously.

Vision

To change the perception of recruitment by ethical & professional service; and make a positive impact on clients, candidates, society and nation as a whole.

RBA and Zero Cost Recruitment Process

RBA

RBA is the world's largest non-profit industry coalition dedicated to corporate social responsibility in the global human resource supply chain. The organization is committed to supporting the rights, entitlements and progress of workers in the human resource supply chain. Employers affiliated with the RBA are committed to fulfilling their social and ethical responsibilities in their supply chain by adhering to its code of conduct.

Zero cost recruitment process

The recruitment under which all the expenses incurred in the foreign employment process such as passport, photo, transport, food, accommodation, health examination, ISC (In the case of Malaysia), visa, orientation program, labor permit, air ticket, along with the service fee of the recruiting organization is borne by the employer is called the Zero Cost recruitment process. Under which workers are provided equal employment opportunities without any discrimination.

Foreign Employment Recruitment Process



Since your voluntary and spontaneous initiative is the main basis of the ethical recruitment process, we request the applicants, their family members and stakeholders not to do any financial transactions or provide valuable items for foreign employment anywhere.

We would like to inform that there is no branch office, district representative's office or agent anywhere in this organization. Therefore, anyone interested in applying is requested to contact the office of this organization directly without hesitation without using a mediator / intermediary / broker (agent).

Commitment

By keeping the policy, rule and standard of the Responsible Business Alliance (RBA) at the highest level, we are providing the foreign employment opportunity to the people who are willing to go for foreign employment in a fair manner at zero cost without any discrimination according to their skills, abilities & qualifications. Therefore, we are committed to complete the ethical recruitment process by following the national and international laws, rules and norms related to foreign employment including RBA.

Demand Letter and Application Process

Information about demand letter

The Demand letter received by this organization will be advertise through the national daily newspaper, FM radio, website (www.titanicmanpower.com), information board of the office and the official Facebook page of this organization.

How to apply

Website: You can apply by logging on to our website (www.titanicmanpower.com) and fill the necessary information.

Email: You can apply by sending your personal details to our e-mail address (recruitment@titanicmanpower.com).

Facebook page: You can apply by sending personal details to the official Facebook page (www.facebook.com/TitanicManpowerSupplier) of this organization.

Contact to office: You can come to the office of this organization and submit the application form.

Insurance and Welfare Fund

Insurance

In order to go for foreign employment, it is mandatory to get accident insurance for the duration of the contract with the insurance company specified by the Government of Nepal. Its purpose is as mentioned below.

- Minimize the financial crisis of medical treatment, if you have to return home injured or maimed in any accident during or outside the company during employment.
- In case of death of the worker due to any reason, the relatives of the deceased will receive the compensation amount as mentioned in the life insurance policy.

Welfare Fund

Before going for foreign employment, the worker must deposit the amount prescribed by the Government of Nepal in the Foreign Employment Welfare Fund before getting the work permit in his name and the amount of this fund is used as mentioned below.

- To repatriate workers in case of any inconvenience while living abroad,
- To provide financial assistance in case of illness or mutilation or death due to accident,
- In case of death of the worker, to pay compensation to the family of the deceased through the Foreign Employment Promotion Board as per the fixed amount,
- To provide scholarships for the children of deceased workers for education up to secondary education.