



MITHILANCHAL HERBAL PVT.LTD

Document Requirement

Vacancy Position

Post Name: DHO - District Head Officer

Number of Vacancies: 8

Post Name: NHO- Nagarpalik Head Officer

Number of Vacancies: 77

Total Vacancies: 85

Starting Salary: NPR: 20,000 per month

Salary after Experience: Up to NPR: 40,000 per month, according to experience, performance and company policy.

Eligibility

- Minimum education: 12th grade certificate. Mark is not important, only smartness is important.
- Citizenship id card (nagrita)
- Province eligibility: This vacancy is currently only for applicants who belong to Madhesh Province (Only for Province No. 2).
- Applicants from other provinces are not eligible to apply for this vacancy.

Founder signature:





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Information Required in Your Resume

To save both your time and our recruitment team's time, please make sure your resume contains the following information:

1. Full Name
2. Current Residential Address
3. Education Qualification
4. Languages You Speak
5. Skills / Work Experience

If you have skills or previous work experience, mention them clearly.

If you are a fresher, simply mention "Fresher."

6. WhatsApp Number
7. Phone Number
8. Email Address

Important

Please provide correct and complete information in your application and resume. These details are required to make the recruitment process faster, easier and more transparent for both applicants and the company.

Before submitting the form, please check that all required information and documents are included.

Best of luck to all students and job seekers!

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The role of DHO and NHO

What does a DHO/NHO do at Mithilanchal Herbal Private Limited?

The District Head Officer (DHO) is responsible for managing and coordinating the company's activities throughout an assigned district.

The Nagarpalika Head Officer (NHO) is responsible for managing the nagarpalika activities with the help of DHO.

The DHO/NHO will work as the main company representative within the district and will be responsible for coordinating products, employees, customers and business activities.

Main Responsibilities

1. Product Management
2. District-Wide Distribution
3. Employee Coordination
4. Stock & Inventory Management
5. Sales & Business Development
6. Customer Support
7. Municipality-Level Coordination
8. Team Leadership
9. Reporting to the Company
10. Company Rules & Responsibility

The DHO must follow company policies, maintain transparency and handle company products, information and resources responsibly.

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Who Can Become a Good DHO and NHO?

- Leadership ability
 - Good communication skills
 - Decision-making ability
 - Basic management skills
 - Willingness to travel within the district
 - Ability to work with different people
 - Responsibility and honesty
 - Ability to learn practical work
 - Ability to manage a team and solve problems
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- Our company focuses on practical ability, responsibility and performance—not only academic qualification

Founder signature:

