

SHIVORA EDGE PRIVATE LIMITED

FREQUENTLY ASKED QUESTIONS (FAQ)

Company Name:	Shivora Edge Private Limited	CIN:	U78300UP2026PTC253383
Registered Address:	New Colony, Azamgarh Road, Lamhi, Varanasi, UP - 221007	Official Email:	hr@shivoraedge.com
Website:	www.shivoraedge.com	Last Updated:	October 2026

1. GENERAL QUESTIONS & COMPANY PROFILE

Q1. What is Shivora Edge Private Limited?

Shivora Edge Private Limited (CIN: U78300UP2026PTC253383) is a professionally incorporated staffing and recruitment consultancy based in Varanasi, Uttar Pradesh. We provide end-to-end workforce solutions, including permanent recruitment, temporary/contractual staffing, executive search, background verification, and HR consulting services across diverse industries.

Q2. What industries and domains do you specialize in?

We cater to a wide spectrum of sectors, including Information Technology (IT) & Software, Banking, Financial Services & Insurance (BFSI), Healthcare & Pharmaceuticals, Manufacturing & Engineering, FMCG & Retail, Logistics & Supply Chain, Telecommunications, and Education.

Q3. Where are your services available?

While our registered office is located in Varanasi, Uttar Pradesh, our recruitment operations cover pan-India mandates for entry-level, mid-management, and senior leadership positions.

2. QUESTIONS FOR JOB SEEKERS & CANDIDATES

Q4. Does Shivora Edge charge job seekers any fee for placement?

No. Shivora Edge Private Limited follows a strict zero-fee policy for candidates. We never charge job seekers any fee for registration, resume submission, interview scheduling, or job placement. Our professional fees are borne entirely by hiring client organizations.

Q5. How can I submit my CV/Resume for current or future opportunities?

You can upload your updated CV directly on our official website at www.shivoraedge.com or email it to hr@shivoraedge.com with your preferred job role and target location in the subject line.

Q6. What happens after I submit my CV?

Our recruitment specialists review your profile against active client job requisitions. If your skills, experience, and background match an open position, a recruiter will contact you for an initial screening discussion before presenting your profile to potential employers.

Q7. What types of employment opportunities do you offer?

We offer placement opportunities across three main engagement models:

- **Permanent Placement:** Direct employment with our partner client companies.
- **Contractual / Deputation Staffing:** Employment on the payroll of Shivora Edge while working on-site or remotely for client projects.
- **Gig / Project-Based Assignments:** Specialized short-term roles for expert consultants.

Q8. Do you conduct background checks on candidates?

Yes. As part of our client agreements and hiring standards, candidates may undergo pre-employment background verification (BGV), including educational verification, employment history checks, reference checks, and identity validation.

3. QUESTIONS FOR EMPLOYERS & CORPORATE CLIENTS

Q9. What corporate staffing services does Shivora Edge offer?

We offer customized talent acquisition services designed to meet corporate workforce demands:

- **Permanent Recruitment:** Sourcing, screening, and delivering qualified candidates for full-time roles.
- **Contractual & Flexi Staffing:** Managing deputed workforce on our payroll to give businesses operational flexibility.
- **Executive Search:** Headhunting and leadership hiring for C-suite and senior management roles.
- **Recruitment Process Outsourcing (RPO):** Managing part or all of your internal hiring lifecycle.
- **Payroll & Compliance Management:** Administering contractual employee salaries, PF, ESIC, and statutory filings.

Q10. How quickly can Shivora Edge deliver candidate profiles for open positions?

Our standard Turnaround Time (TAT) for presenting initial screened profiles is 24 to 48 hours for standard roles, and 3 to 5 business days for specialized technical or senior leadership positions.

Q11. What guarantee do you offer if a placed candidate leaves early?

We provide a standard Replacement Guarantee period (typically 60 to 90 days, as specified in our Master Service Agreement). If a candidate resigns or is terminated for performance reasons within this period, we provide a suitable replacement at no extra recruitment fee.

Q12. How do we partner with Shivora Edge for our company's hiring needs?

To initiate a partnership, please write to us at hr@shivoraedge.com or fill out the employer contact form at www.shivoraedge.com. Our Business Development team will connect with you within 24 hours to execute a Master Service Agreement (MSA).

4. DATA PRIVACY, SAFETY & SECURITY

Q13. How is my personal and professional data protected?

Shivora Edge Private Limited complies with the Digital Personal Data Protection Act, 2023 (DPDP Act) and the Information Technology Act, 2000. Personal details and resumes are stored in secure, encrypted databases and shared with client companies strictly with candidate consent.

Q14. How can job seekers identify genuine job communications from Shivora Edge?

All official communications from our recruitment team originate strictly from official email domains ending in @shivoraedge.com. We never demand money or processing charges for job offers. If you receive suspicious communications asking for payments, please report them immediately to hr@shivoraedge.com.

5. CONTACT INFORMATION

Shivora Edge Private Limited

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