



# COMPANY INTRODUCTION



## About Us

Quantum is a **Professional Human Resource (HR) Consultancy** firm with headquartered in **Singapore** and has seven offices across Southeast Asia.

Our services include **HR Consultation, HR Outsourcing, Executive Search, Payroll Outsourcing, Manpower Outsourcing** and **Employer of Record (EOR) Services**.

We support our client's HR needs through a methodology integrating **international best practices** with **in-depth knowledge of local perspectives**.

## Our Services



## HR Services

We provide various HR solutions tailored to meet your specific needs.

1

### HR Process Outsourcing

- **Reduces the fixed cost** of processing HR functions internally
- Internal Team can emphasize more on the strategic matters
- Creates efficiency for HR functions in comply with **Labour laws**

2

### Payroll Outsourcing

- Quantum will **support your company with the full payroll function\***
- Increase **salary confidentiality** as no employee will have any salary info
- **Ensure accuracy** and compliance without **hiring expensive** HR Team

3

### Employer of Record

- Your employees will be **Employed** under **Quantum** OR
- Quantum will provide you relevant employee based on your needs
- Offers you **flexibility** in staffing and expansion

\* Payroll function responsibilities includes registration with Labour Office, setting up of bank & Social Security account, payment of salaries and statutory payments, timesheet calculation, reports preparation

## Payroll Service

Our team of experts will ensure your company's payroll is managed efficiently and effectively

In-depth knowledge of **local regulations** to ensure full compliance

**Strong network** with banks, insurance firms, Social Security and other stakeholders to ensure **efficient process**

Experienced in **engaging effectively with your employees** to ensure their satisfaction

Incorporating **international best practices**

Highly **customized** for your needs with **full support**

**Fully Complied** in documentation and be ready for auditing purposes



## EOR Service

**Employ staff under Quantum allocate them to your projects in Southeast Asian countries, offering maximum staffing flexibility for your business**

HR Administration:  
managing employer  
liabilities, risk mitigation,  
termination assistance,  
leave administration



Payroll Processing:  
including payroll  
compliance and  
record maintenance.



Compliance assistance:  
with access to experts who  
stay current on ever-  
changing labor laws and  
employment regulations.

## Recruitment Service

Our Recruitment service helps you to solve skilled manpower shortage problem through the recruitment of the right talent.

We leverages on an in-house methodology to recruit the most suitable candidates for your company based on aligned capability & fit.



## LOCATIONS

We offers a full range of professional Human Recourse services for companies establishing operations in Southeast Asia.





# Thank You



Thank You



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