

Outsourcing HR services – Secured · Reliable

外判人力資源服務 – 安全 · 可靠



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Regent
勵徵

Outsourced Payroll Services 外判計糧服務

- Design, prepare and dissemination of payroll advice to employees individually and on private basis
設計、編制及單獨分發糧單予每位員工
- Statutory pay calculations (e.g. for sick leave, maternity and paternity leave)
計算法定薪酬 (如有薪病假、有薪產假及侍產假)
- Salary payment by autopay
以自動轉賬形式支薪

Visa Applications and Renewal 代辦新簽證申請及續期

- Employment visas 就業簽證
- Investment visas 企業家來港投資簽證
- Dependent visas 受養人簽證
- Training visas 受訓簽證

Outsourced HR Solutions Package 外判人力資源方案

- Full control and staff monitoring via HRM systems
以人力資源管理系統管理內部員工事務
- Resignation documents, final payment calculations and relevant tax filings
編訂終止受聘通知書、計算員工法定離職酬金及向稅務局作出相關申報
- Termination benefits calculations
計算法定離職酬金、遣散費及長期服務金
- Enrolment of MPF scheme for new joiners and termination of MPF scheme for leaving employees
為新成員開立法定強制性公積金賬戶、為離職員工向強積金管理公司申請終止受僱

Recruitment and Executive Search Services 專才招聘服務

- Utilise our extensive database of contacts to find candidates with the experience you need
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