

COMPANY PROFILE



**AGENSI PEKERJAAN
JL WIJAYA SDN. BHD.**
202401014510 (1560360-W)





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ABOUT US

Established in 2024, Agensi Pekerjaan JL Wijaya Sdn. Bhd. forms part of a trusted network of licensed employment agencies that centres its business model on ethical recruitment, pro-welfare practices, and a commitment to ensuring the best match between employers and domestic helpers. Our mission is to create a fair and responsible employment ecosystem where both employers and workers benefit from a transparent, structured, and professional hiring process.

We place a strong emphasis on professionalism, transparency, and reliability, recognising the long-standing gaps in the employment industry, particularly the social vulnerabilities faced by foreign domestic helpers. Our goal is to bridge these challenges by fostering a balanced and mutually respectful relationship between clients and workers, grounded in fair treatment, legal compliance, and sustainable workforce planning.

In addition to foreign domestic helper placements, our agency is also actively engaged in the global placement of Malaysian skilled and semi-skilled workers. This includes deploying Malaysian talent to overseas employers across various sectors such as manufacturing, logistics, construction, agriculture, hospitality, and the healthcare sector. We also support short-term job placements under working holiday visa schemes, enabling Malaysian youth to gain international exposure through seasonal or temporary roles in countries such as Australia, New Zealand, and Japan.

Through strategic partnerships with licensed and compliant overseas recruitment agencies, we aim to expand employment opportunities for Malaysians while ensuring full alignment with international labour standards and the regulatory requirements of host countries.

Beyond recruitment, we offer a comprehensive range of administrative and post-placement services to support both employers and employees throughout the employment lifecycle. These services include, but are not limited to, work permit renewals, check-out memos, work permit transfers, counselling, and advisory on compliance matters, ensuring a seamless and legally sound employment journey.



FOREWORD



Jason Liaw Kai Pin

Founder / Managing Director

Growing up with domestic helpers as part of my household, I came to appreciate the profound impact they have on our lives. We learn to live with them, treat them as family, and rely on their support. At the same time, I realized that they, too, as human beings, require more than just their basic needs being met as they deserve a safe haven, respect, and dignity in the households they serve, just as any professional would expect in their workplace.

Being multilingual and exposed to diverse cultures from a young age, I have developed acute sensitivity towards multiculturalism and the ability to work harmoniously with foreign helpers from different backgrounds. This understanding has helped me streamline their onboarding and induction process upon their arrival in Malaysia, ensuring a smooth transition and high-quality service delivery for our clients.

With extensive working knowledge in visa and work permit processing, and practical experience liaising with key authorities including the Immigration Departments of Malaysia and Singapore, embassies, labour departments, and related government agencies such as the Expatriate Services Division (ESD), MYXpats Centre, TalentCorp, and MDEC, I am well positioned to safeguard the welfare and statutory rights of domestic helpers. Supported by my background as a law graduate and certified compliance specialist, this expertise enables me to ensure that every placement is managed with professionalism, regulatory compliance, and a strong commitment to quality service.

In parallel with our foreign domestic helper placement services, I have expanded our agency's reach into the global workforce mobility space. Through structured collaboration with reputable overseas recruitment agencies, we actively facilitate the international placement of Malaysian skilled and semi-skilled workers across sectors such as manufacturing, logistics, agriculture, healthcare, and hospitality. This global initiative also supports working holiday visa programs, providing Malaysian youth with international exposure and practical work experience in countries like Australia, Japan, and New Zealand.

As a closing note, my aspiration is to support both families in need of domestic assistance and Malaysians seeking meaningful overseas employment. By prioritizing professionalism, welfare, and mutual respect, we strive to deliver value to all parties and uphold high standards across both local and international placement services.



VISION & MISSION

Vision

We aspire to be one of Malaysia's leading private employment agencies, recognised for our commitment to ethical recruitment, client satisfaction, and the protection of worker welfare, both locally and internationally. Whether placing foreign domestic helpers or facilitating overseas opportunities for Malaysian talent, our mission is to ensure fair treatment, legal compliance, and safe working environments for all.

Guided by integrity, professionalism, and full compliance with JTKSM regulations, we are dedicated to building a sustainable, transparent, and responsible recruitment ecosystem that delivers long-term value to both employers and jobseekers. Through continuous improvement and a steadfast focus on quality, we aim to uplift industry standards and make a meaningful impact on the lives we touch.

Mission

Our mission is to deliver efficient and seamless recruitment services through the integration of technology and cloud-based HR and employment systems, ensuring a modernized and responsive approach to workforce management.

We are committed to operating within the regulatory framework and sandbox environment, continuously enhancing our coordination with government agencies responsible for visa and work permit applications to ensure compliance and efficiency. By upholding transparency, professionalism, and reliability, we strive to earn the trust of our clients through the consistent fulfillment of our commitments and service excellence.



OUR SERVICES

Domestic Helper Recruitment

We specialize in the recruitment, processing, and placement of Filipino and Indonesian domestic helpers, offering both local and overseas processing options. Our services cover the entire recruitment journey, from candidate selection and documentation to visa processing and onboarding, ensuring a smooth and legally compliant hiring experience for our clients.

Talent Sourcing and Staffing Solutions

We specialize in understanding our clients' manpower needs and providing tailored staffing solutions by matching them with the right candidates. Our recruitment process is guided by a structured set of criteria and a rigorous vetting process, ensuring that each placement is sustainable, reliable, and aligned with our clients' workforce requirements.

Additionally, we offer executive search services, connecting businesses with highly skilled professionals who best fit their company's requirements. Our strategic approach to talent sourcing ensures that clients receive qualified, competent, and industry-relevant candidates, helping them build a strong and efficient workforce.

Global Job Placement

We specialize in understanding our clients' manpower needs and providing tailored staffing solutions by matching them with the right candidates. Our recruitment process is guided by a structured set of criteria and a rigorous vetting process, ensuring that each placement is sustainable, reliable, and aligned with our clients' workforce requirements.

Additionally, we offer executive search services, connecting businesses with highly skilled professionals who best fit their company's requirements. Our strategic approach to talent sourcing ensures that clients receive qualified, competent, and industry-relevant candidates, helping them build a strong and efficient workforce.

Employment Administrative Services

Ancillary to our core offerings, we provide expert guidance and administrative support to help our clients navigate the key compliance requirements when hiring a foreign domestic helper.

Our comprehensive employment administrative services include but not limited to:

- Visa and work permit application/renewal
- Check-out memo and special pass processing
- Employment contract renewal and documentation support

OUR CERTIFICATES



NO. SRS
02859

JTKSM 1523

JABATAN TENAGA KERJA SEMENANJUNG MALAYSIA
KEMENTERIAN SUMBER MANUSIA
Department of Labour Peninsular Malaysia, Ministry of Human Resources

AKTA AGENSI PEKERJAAN SWASTA 1981
Private Employment Agencies Act 1981

LESEN B
Licence B

(1) Lesen ini dikeluarkan di bawah seksyen 9A(1) Akta Agensi Pekerjaan Swasta 1981 untuk menjalankan urusan agensi pekerjaan swasta di-
This license is issued under section 9A(1) of the Private Employment Agencies Act 1981 to conduct matters relating to private employment agencies at-

AGENSI PEKERJAAN JL WIJAYA SDN. BHD.
202401014510 (1560360-W)
Nama Agensi
Name of Agency
Di alamatkan
at
NO. 28A, JALAN USJ 10/1B
47600 SUBANG JAYA, SELANGOR

(2) Pemegang lesen ini boleh menjalankan aktiviti merekrut bagi pencari kerja di dalam dan di luar Malaysia bagi perkhidmatan domestik asing di dalam Malaysia.
The holder of this license may carry out recruitment activities for a job seeker within and outside Malaysia and from domestic servant within Malaysia.

(3) Lesen ini adalah sah dari **15 OKTOBER 2024** sehingga **14 OKTOBER 2026**
This license is valid from 15 OCTOBER 2024 until 14 OCTOBER 2026


KAMAL BIN PARDI
Ketua Pengarah Tenaga Kerja
Sememanjung Malaysia
Director General of Labour
Peninsular Malaysia

CATATAN: Lesen ini hendaklah dipamerkan pada setiap masa di tempat yang mudah dilihat dalam premis sebagaimana yang dinyatakan dalam lesen.
NOTE: This license must be displayed at all times at a visible place in the premises as specified in the license.


SIRIHANAYA SYARIAH MALAYSIA
COMPANIES COMMISSION OF MALAYSIA

COMPANIES ACT 2016
(ACT 777)

**CERTIFICATE OF INCORPORATION
OF PRIVATE COMPANY**

This is to certify that

AGENSI PEKERJAAN JL WIJAYA SDN. BHD.
202401014510 (1560360-W)

is, on and from the 12th day of April 2024, incorporated under the Companies Act 2016, and that the company is a company limited by shares and that the company is a private company.

Dated at **KUALA LUMPUR** this 15th day of April 2024.


DATUK NOR AZIMAH ABDUL AZIZ
REGISTRAR


User ID: ZAK88
This certificate is generated from MYDATA SSM Services as at 15/04/2024 17:57:27.
MENARA SSM/SENTRAL, NO. 7, JALAN SRIEN SENTRAL 3, KUALA LUMPUR SENTRAL, 50323 KUALA LUMPUR.
TEL: (60) 3 7221 4359 FAX: (60) 3 7221 4361


EMBASSY OF THE REPUBLIC OF INDONESIA
KUALA LUMPUR

Registration Certificate

Labor Attache of The Republic of Indonesia in Kuala Lumpur is hereby stated the Company mentioned below is registered at the Embassy of The Republic of Indonesia in Kuala Lumpur for the placement of Indonesian Migrant Workers in Malaysia pursuant to the laws and regulations of the Republic of Indonesia.

Name of Director : LIAW KAI PIN
Date of Establishment : 12 Apr 2024
Malaysian Registry of Company : 202401014510 (1560360-W)
Address : No. 28A, Jalan USJ 10/1B, 47620 Subang Jaya, Selangor Darul Ehsan, Malaysia
Sector : Domestic

This Certificate is valid within 1 (one) year from the date of issue.
Kuala Lumpur, **20 Mar 2025**


HARRY AYUSMAN
LABOUR ATTACHE



Dokumen ini didaftarkan secara elektronik melalui Aplikasi TNDE menggunakan sertifikat elektronik yang diterbitkan oleh BSE.

ORGANISATION CHART





CONTACT US



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/ 011-35526228 (WA)



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