

# Company Profile

Professional full service  
recruitment agency



Prepared for :

**Prospective clients**

# About Company



Migratesafe is a professional full service employment and immigration agency committed to sustainable labour practices. We offer end to end compliant migrant worker recruitment services from Indonesian and the Philippines. Further, we also offer a full suite of immigration visa services across Sarawak. Since we started operations in Kuching in 2022, we received the endorsement of Sarawak Digital Economic Corporation (SDEC) via their flagship DiVa start up accelerator program. We are also the subject matter experts on all things immigration in Sarawak, facilitating a range of MNCs and SMEs with their skilled personnel entry to Sarawak.

# Our Vision & Mission



**Our vision** is to enhance social mobility through access to safe and fair employment across borders.

**Our mission** is to become a trusted platform for strategic immigration advice, sustainable labour migration and employment policies, starting in Sarawak.

# Licensed by Sarawak Labour Department

No. 000150  
JTKSWK-0027



**AKTA AGENSI PEKERJAAN SWASTA, 1981**  
*Private Employment Agencies Act 1981*

**LESEN C**  
*Licence C*

**JABATAN TENAGA KERJA SARAWAK**  
**KEMENTERIAN SUMBER MANUSIA**  
*Department of Labour Sarawak, Ministry of Human Resources*

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

**AGENSI PEKERJAAN MIGRATESAFE SDN BHD**

Nama Agensi  
*Name of Agency*

Di alamat  
*at*

**1<sup>ST</sup> FLOOR, LOT 10503, JALAN SETIA RAJA,**

**TAMAN STUTONG INDAH, 93350 KUCHING, SARAWAK**

- (2) Pemegang lesen ini boleh menjalankan aktiviti merekrut bagi pencari kerja di dalam dan di luar Malaysia dan pekerja bukan warganegara di dalam Malaysia.  
*The holder of this licence may carry out recruitment activities for a job seeker within and outside Malaysia and non-citizen employee within Malaysia.*




- (3) Lesen ini adalah sah selama **24 bulan** dari **9 SEPTEMBER 2022** sehingga **8 SEPTEMBER 2024**  
*This licence is valid for a period of 24 months from 9 SEPTEMBER 2022 until 8 SEPTEMBER 2024*



**AWANG RADUAN BIN AWANG OMAR**  
Pengarah Tenaga Kerja Sarawak  
*Director of Labour Sarawak*

CATATAN : Lesen ini mesti dipamerkan pada setiap masa di tempat yang mudah dilihat dalam premis agensi atau cawangan  
*NOTE : This licence must be displayed of all times at a visible place in the agency's or its branch premises.*

# Accredited by the Indonesian government

  <p>0011.IE-KC.APS.2023</p> <p><b>CONSULATE GENERAL OF THE REPUBLIC OF INDONESIA IN KUCHING MALAYSIA</b></p> <p><b>Registration Certificate</b></p> <p>Consul for Consular Affairs of The Republic of Indonesia in KUCHING is hereby stated the Company mentioned below is registered at the Consulate General of the Republic of Indonesia in KUCHING for the placement of Indonesian Migrant Workers in Malaysia pursuant to the laws and regulations of the Republic of Indonesia.</p> <p><b>Name of Director :</b> ELAINE SIM EE SZE</p> <p><b>Date of Establishment :</b> 16 Mar 2022</p> <p><b>Malaysian Registry of Company :</b> 1455404-V</p> <p><b>Address :</b> 1st Floor, Lot 10503, Jalan Setia Raja, Taman Stutong Indah, 93350, Kuching, Sarawak</p> <p><b>Sector :</b></p> <p>This Certificate is valid within 1 (one) year from the date of issue. Kuala Lumpur, ..... 13 Nov 2023 .....</p> <p> <i>Yusfir</i> Yusfir Febriyanto Murtias Konsul</p>
<ol style="list-style-type: none"><li>1. The Registration Certificate is valid for a period of twelve months after the date of issuance and is strictly non-transferable.</li><li>2. The Registration Certificate is subject to suspension and/or revocation by the Indonesia Missions in Malaysia if the employment agency is found to violate provisions of the Indonesian and/or Malaysia regulations.</li><li>3. In case of suspension or revocation of the registration Certificate, the employment agency remains obligated to fulfill its responsibilities regarding the Indonesian Migrant Worker(s) whom the Company/Agency has recruited.</li><li>4. Renewal application of Registration Certificate shall be submitted to the Embassy not later than 45 (forty-five) days before the expiration date.</li><li>5. The additional of agency branch offices should be report to the Embassy.</li></ol> <p><b>ATTACHMENT</b></p> <p><b>Registration Certificate Number :</b> 0011.IE-KC.APS.2023</p> <p><b>Company :</b> AGENSI PEKERJAAN MIGRATESAFE SDN BHD</p> <p><b>Branch(es)</b></p>

# Accredited by the Philippines government

Pasuguan ng Pilipinas



Embassy of the Philippines

MIGRANT WORKERS OFFICE  
Malaysia

## Pre-Qualification Certificate

No.: MWO-KL/02-24

This is to certify that


### **AGENSI PEKERJAAN MIGRATESAFE SDN BHD**

a foreign placement agency duly organized and existing under the laws of Malaysia with business address at 1<sup>st</sup> Floor, Lot 10503, Jalan Setia Raja, Taman Suttong Indah, 93350 Kuching Sarawak, Malaysia has substantially and satisfactorily complied with the pre-qualification requirements in hiring Household Service Workers from the Philippines pursuant to Governing Board Resolution Nos. 4 to 10, Series of 2006 and its implementing guidelines, Memorandum Circular Nos. 10, 11, 12 and 14, Series of 2006 and other pertinent laws of the Republic of the Philippines.

This certification is being issued for submission to the Department of Migrant Workers as pre-qualification requirement relative to the said agency's application for accreditation with **CONCORDE INTERNATIONAL HUMAN RESOURCE CORPORATION**, with office address at 2<sup>nd</sup> Floor APP Bldg., 2584A, Bonifacio St., Bangkal, Makati City, Philippines and is valid until the 14<sup>th</sup> day of January 2025 from the date of issue hereof unless sooner revoked or cancelled by this Office.

Migrant Workers Office, Philippine Embassy, Kuala Lumpur, Malaysia this 15<sup>th</sup> day of January 2024.



  
**TERESA LOURDES L. PIMENTEL**  
Attaché II and Head, MWO

95 JALAN PERKASA, TAMAN MALURI 55100 KUALA LUMPUR, MALAYSIA  
EMAIL: [mwo\\_kualalumpur@dmw.gov.ph](mailto:mwo_kualalumpur@dmw.gov.ph)  
TEL: (603) 2161 2222/ 0177009395 HOTLINE: (601) 78837089

# Our Location



We are strategically located in the heart of Kuching to service key industrial zones in the capital city of Sarawak. Located less than 10 minutes from the Sama Jaya Industrial Zone, we offer an end to end recruitment services with sourcing, vetting, matching, and placement for manufacturing clients in Sarawak.

We have an intimate understanding of the unique immigration requirements in Sarawak and have immigration and recruitment experience in West Malaysia. We offer a suite of specialised recruitment and immigration services to serve the specific needs of businesses in Sarawak.

# Our Values



We understand that global recruitment is challenging, and believe in implementing the best practices to remain competitive.

Some of our core recruitment practices are:

- Zero placement fee
- Job transparency
- Fair contracting process
- Workers' retention of identity documents
- Regular salary payments and overtime pay
- Cost effective recruitment
- Compliance with immigration and employment laws



# Our Services



## Service

## Description

### **Local Recruitment (Sarawakians)**

- Source, vet and match Sarawakian candidates for placements in Malaysia
- Migration and post placement services

### **Foreign worker Recruitment (Indonesian, Filipino, Nepal)**

- Source, vet and match foreign candidates for placements in Sarawak
- Medical and immigration services
- Migration and post placement services

### **Immigration and Embassy Services**

- Labour Quota Application
- Permit Renewals or Extensions
- Check Out Memo
- Passport Services

# Our Services



## Service

## Description

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### Expatriate visa services

- Assist with Professional Visit Pass, Employment Pass I, Employment Pass II, and Spouse Programme (Employment Pass) applications

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### Dependent pass visa

- Spouse visa (non-work category)
- Apply for dependent pass visas under the Employment Pass I

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### Transfer Endorsements

- Transfer Endorsement between West Malaysia, Sabah and Sarawak

# How We're Different



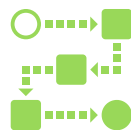
## Reliable partners

We work with reputable, reliable and professional partners from source countries to provide top notch recruitment services



## Fast processing

We work efficiently with the labour department and the immigration department to smoothen the process of entry for visa applicants



## Full compliance

Our processes are compliant with all the requirements of source country embassies, labour and immigration requirements in Sarawak



## Ethical practices

Our unwavering commitment to uphold ethical recruitment practices safeguards your business reputation and trade contracts

# Our Progress



## October 2020

Started research on Sarawak market

## March 2022

Incorporated Agensi Pekerjaan Migratesafe

## September 2022

Received License C as Private Employment Agency in Sarawak

## April 2023

Selected by SDEC as finalist for the RM150,000 tech grant

## January 2024

Launched Philippine placements in Sarawak

## Q1 to Q4, 2021

Stakeholder engagement and worker experience survey

## July 2022

Secured work order of 160 for Penang E&E MNC for local placements

## January 2023

Launched Indonesian placements in Sarawak

## June 2023

Launched expatriate visa services

## July 2024

>100 zero cost placements  
>180 visas approved  
>20 corporate clients

# Our Team



## **Elaine Sim**

Co-founder and Managing Director

- Co-founder of Pinkcollar Employment Agency (Forbes 30 under 30)
- Committee Member, Private Employment Agency Association 2020 - present
- Advocate & Solicitor, High Court of Malaya and High Court of Sarawak & Sabah
- LLB (Queen Mary, UOL), LLM (William & Mary, Virginia)



## **Daniel Ding**

Co-founder and Director

- Software Developer and Web Designer
- Free lance web developer, digital marketer and tech stack implementer for SMEs and MNCs
- Formerly employed at RJ Realty and Sunway College
- Bachelor of Computer Science (Swinburne)

# Our Team



## **Julie Be**

Sales and Accounts Executive  
(Sarawak)



## **Jayasheny Ganes**

Recruitment and operations  
officer (Sarawak)



## **Sherry Frankie**

Recruitment and operations  
officer (Sarawak)



## **Anslem Isaac Anak Lunan**

Despatch and operations  
officer (Sarawak)



## **Grace Gonato**

Recruitment and operations  
officer (Kuala Lumpur)



# Thank you

We look forward to  
working with you



## **Agensi Pekerjaan Migratesafe Sdn. Bhd. (JTKSWK License C)**

### **Address**

Lot 10503, 1st Floor, Jalan  
Setia Raja, Taman Stutong  
Indah, Kuching, 93350

### **Get in touch**

info@migratesafe.org  
082-295175

[www.migratesafe.org](http://www.migratesafe.org)