



COMPANY **PROFILE**

aptm.teras@gmail.com

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AGENSI PEKERJAAN

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



201701040920 (1255093-P)

☎ 018-3937837, 03-77727077 ✉ agensipekerjaanteras@gmail.com



ABOUT COMPANY

APTM AGENSI PEKERJAAN TERAS MALAYSIA SDN BHD ON 10TH NOVEMBER 2017 MAJOR IN THE RECRUITMENT AND FOREIGN WORKER INDUSTRY. THE COMPANY WAS REGISTERED WITH PRIVATE EMPLOYMENT AGENCY C LICENCE BY THE LABOUR DEPARTMENT (100% BUMIPUTERA STATUS). WE ARE CONFIDENT THAT WITH OUR STRENGTH OF MULTIPLE COMPETENT MANAGEMENT STAFF & TECHINCAL TEAMS WITH FOREIGN WORKER EXPERIENCES, RELIABLE MANPOWER SUPPLIERS, AND SOLID FINANCIAL SUPPORT WE WILL BE EXPECTATIONS TO OUR EXISTING AND FUTURE POTENTIAL CLIENTS.

COMPANY OBJECTIVES

To Carry on the Trade Business of A Private Employment Agency and :lace a Worker to Anothher Employer in all Filed of Works.

OUR SERVICES

- * Supplying Foreign Workers from Napal, Myanmar, Bangladesh and Indonesia in all Sectors of Work
- * Attestation Services
- * Renewal of FWCMS permit
- * Trnsferring a Worker from one Employer on to another.
- * Terminate the Foreign Worker Permit in cash of a Runaway
- * Provide Quarantine at our Harbour view Hotel.

REGISTRATION



COMPANIES ACT 2016
(ACT 777)

CERTIFICATE OF INCORPORATION OF PRIVATE COMPANY

This is to certify that

AGENSI PEKERJAAN TERAS MALAYSIA SDN. BHD.
201701040920 (1255093-P)

is, on and from the 10th day of November 2017, 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 16th day of January 2025.



MY2501165799959
Scan to verify

DATUK NOR AZIMAH ABDUL AZIZ
REGISTRAR



User Id: NURZULAIKA

Printing Date: 16/01/2025

This certificate is generated from MYDATA SSM Services as at 16/01/2025 16:57:06.
MENARA SSM@SENTRAL, NO.7, JALAN STESEN SENTRAL 5, KUALA LUMPUR SENTRAL, 50623 KUALA LUMPUR.
TEL : 03-7721 4000 FAX : 03-7721 4001

REGISTRATION



NO. SIRI
03327



JTKSM 1618

**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 C *Licence C*

- (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 agencies at:-

AGENCI PEKERJAAN TERAS MALAYSIA SDN. BHD.
201701040920 (1255093-P)

Nama Agensi
Name of Agencies
Di alamat
at

**A3-1-33A, JALAN 1/152, TAMAN OUG PARKLANE, OFF JALAN KLANG LAMA
58200 KUALA LUMPUR**

- (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 dari **15 MEI 2025** sehingga **14 MEI 2027**
*This licence is valid from **15 MAY 2025** until **14 MAY 2027***



KAMAL BIN PARDI
Ketua Pengarah Tenaga Kerja
Semenanjung 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 licence must be displayed at all times at a visible place in the premises as specified in the license.

REGISTRATION



JABATAN PELESENAN DAN PEMBANGUNAN PERNIAGAAN

Dewan Bandaraya Kuala Lumpur
Tingkat 4, 5 & 9, Menara DBKL 2,
Jalan Raja Laut, 50350 Kuala Lumpur



LESEN

AGENSI PEKERJAAN TERAS MALAYSIA SDN. BHD.

A3-1-33A

JALAN 1/152 TAMAN OUG PARKLANE
58200 KUALA LUMPUR

SSM No. 1255093-P
No Fail DBKLJPPP/00306/12/2024/KM01
Taraf LULUS BERSYARAT
Tempoh Sah 03/12/2024 hingga 02/12/2025

BIL	NO RESIT	KOD	KETERANGAN	AMAUN (RM)
1	4990241200204	T085	AGENSI PEKERJAAN	90.00
Jumlah Amaun				90.00
Tunggakan				0.00
Diskaun				0.00
JUMLAH BAYARAN (RM)				90.00

SYARAT-SYARAT PELESENAN

- DATUK BANDAR KUALA LUMPUR BERHAK MENGENAKAN SYARAT-SYARAT TAMBAHAN SEBAGAI LANGKAH KAWALAN PERNIAGAAN DARI SEMASA KE SEMASA SERTA MENGAMBIL TINDAKAN BERDASARKAN UNDANG-UNDANG DAN AKTA YANG DIGUNAPAKAI DENGAN JABATAN/AGENSI LUAR YANG BERKAITAN DENGAN AKTIVITI PERNIAGAAN.
- MEMPERBAHARUI LESEN SETIAP TAHUN 60 HARI SEBELUM TAMAT LESEN TANPA NOTIS DATUK BANDAR KUALA LUMPUR.
- PEKERJA DI PREMIS HENDAKLAH 50% WARGANEGARA DAN 50% BUKAN WARGANEGARA DENGAN PERMIT KERJA YANG SAH.

(HJ. BADRUL HISHAM BIN HJ. BAHARUDDIN)

SYARAT-SYARAT SEMENTARA

- AKTIVITI YANG DIJALANKAN TIDAK MENIMBULKAN KACAUGANGGU
- HANYA MENJALANKAN AKTIVITI YANG DILESENKAN DAN MEMATUHI SYARAT-SYARAT PELESENAN YANG TELAH DITETAPKAN
- PERLU MEMATUHI SYARAT-SYARAT KEBERSIHAN YANG DITETAPKAN OLEH JABATAN KESIHATAN DAN ALAM SEKITAR, DBKL
- PERLU MEMENUHI KRITERIA KESELAMATAN YANG DITETAPKAN OLEH JABATAN BOMBA DAN PENYELAMAT
- PERLU MENDAFTARKAN PERNIAGAAN DAN MENGEMUKAKAN SALINAN PENYATA KEWANGAN DAN PENYATA TAHUNAN SEMASA KE SSM
- PERLU MENDAPATKAN KELULUSAN PERANCANGAN
- TIDAK MENJALANKAN AKTIVITI YANG MENYALAHUI UNDANG-UNDANG
- PERLU MENDAPATKAN DAN MEMATUHI SEMUA SYARAT-SYARAT KELULUSAN PELAN BANGUNAN DARI JABATAN KAWALAN BANGUNAN

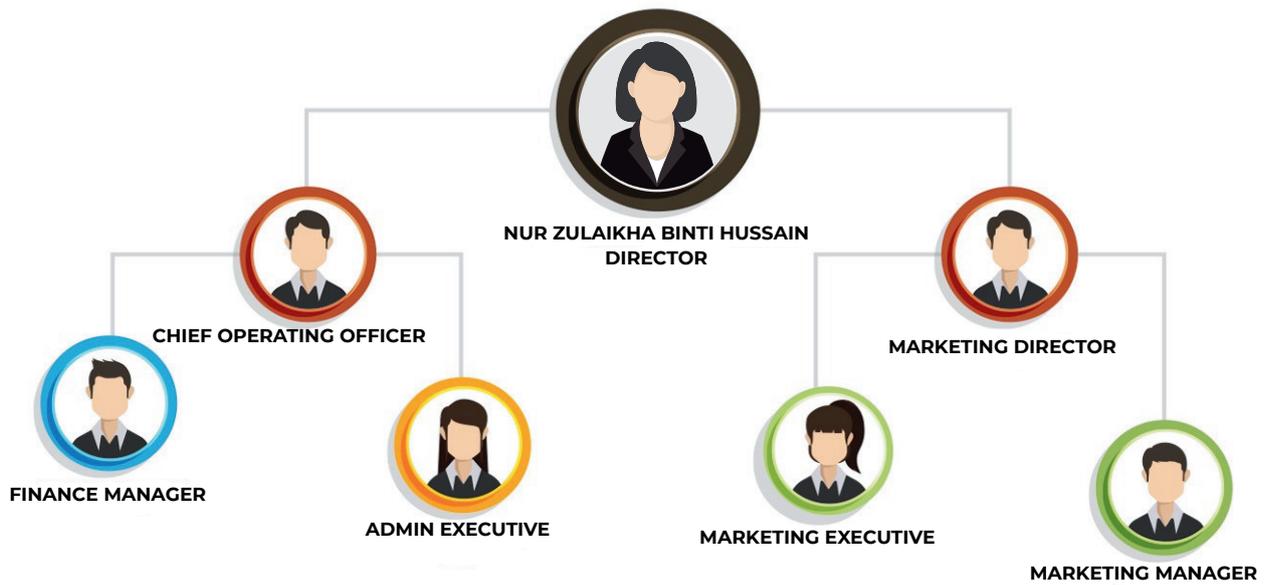
Pengarah
Dewan Bandaraya Kuala Lumpur
b. p. Datuk Bandar Kuala Lumpur

Dicetak Oleh: NUR ZULAIKA BINTI HUSSIN

Muka Surat: 1/1

Tarikh Cetakan: 02/12/2024

ORGANIZATION CHART



SERVICE FEE

COST STRUCTURE FOR FOREIGN WORKER PROCESSING

PROCESS	LEVY	VISA FEES	COMPOUND	SERVICE CHARGE	COVID-19 TEST	INSURANCE	FOMEMA	TOTAL WITH SERVICE CHARGE
RECALIBRATION	RM 1,850.00 (per pax)	RM 200.00 (Indonesia) RM 204.00 (Myanmar) RM 205.00 (Nepal) (Bangladesh) (Pakistan)	Jabatan Tenaga Kerja RM 1,500.00 (per pax) Imigresen RM 500.00 (per pax)	RM 2,500.00 (per pax) RM 2,300.00 + RM 200.00 (Service + Transportation)	RM250.00 PCR Covid-19 Test per pax	RM 220.00 (per pax)	RM 190.00 (Female) RM 180.00 (Male)	RM7,305.00
RENEWAL PERMIT	RM 1,850.00 (per pax)	RM 200.00 (Indonesia) RM 204.00 (Myanmar) RM 205.00 (Nepal) (Bangladesh) (Pakistan)	RM 100.00 (SPECIAL PASS) If renewal permit exceeded the expired date	RM 120.00 (per pax)				RM2,275.00
RENEWAL PERMIT FOR 10TH YEAR & ABOVE	RM 6,000.00 (per pax)	RM 200.00 (Indonesia) RM 204.00 (Myanmar) RM 205.00 (Nepal) (Bangladesh) (Pakistan)	RM 100.00 (SPECIAL PASS) If renewal permit exceeded the expired date	RM 150.00 (per pax)				RM6,410.00
CHECK OUT MEMO			RM 1,000.00 -RM 1,200.00 (Flight Ticket)	RM 150.00 (per pax)				RM1,350.00
TRANSFER WORKER FROM EMPLOYER TO ANOTHER EMPLOYER	RM 500.00 (per pax)		If renewal permit exceeded the expired date	RM 450.00 (per pax)				RM950.00

REQUIRED DOCUMENTS



- * Agency Appointment Letter
- * Letter of Application to Home Affairs Ministry
- * Demand Letter to Agency
- * Company SSM
- * Company Profile
- * A copy of the Director's IC
- * KWSP statement for 3 months
- * Audit Report
- * Bank Statement for 3 months
- * Local Council License
- * Lease Agreement for more than 3 years

SUPPLY PROCESS

01

APPLICATION

The application of Calling Visa Requires 1 to 2 weeks

03

ARRIVAL

Once the workers arrive in Malaysia, they will be transported to a quarantine center by the Ministry of Health.

02

PROCESS

Once the Calling Visa is approved, we will liase with our Manpower Agency from origin contry ot ensure that the workers are fully vaccinated and qualified to work

04

FINALIZE

We will transport to the company after 7 days of quaranine and do endorsement of PLKS at Lmmigration

PREVIOUS CLIENTS



- ▶ **TERAS TEKNIK TRADING SDN BHD (380 WORKERS)**
- ▶ **NRM GROUP SDN BHD (70 WORKERS)**
- ▶ **S&S CONTRACT SDN BHD (23 WORKERS)**
- ▶ **NURUL & MONIR GLOBAL SDN BHD (33 WORKERS)**



Get In Touch

 **A3-1-33A, JALAN 1/152, TAMAN OUG PARKLANE,
OFF JALAN KLANG LAMA,
58200, WILAYAH PERSEKUTUAN KUALA LUMPUR,
MALAYSIA.**

 **0183 937 837
0377 727 077**

 **agensipekerjaanteras@gmail.com
aptm.teras@gmail.com**

