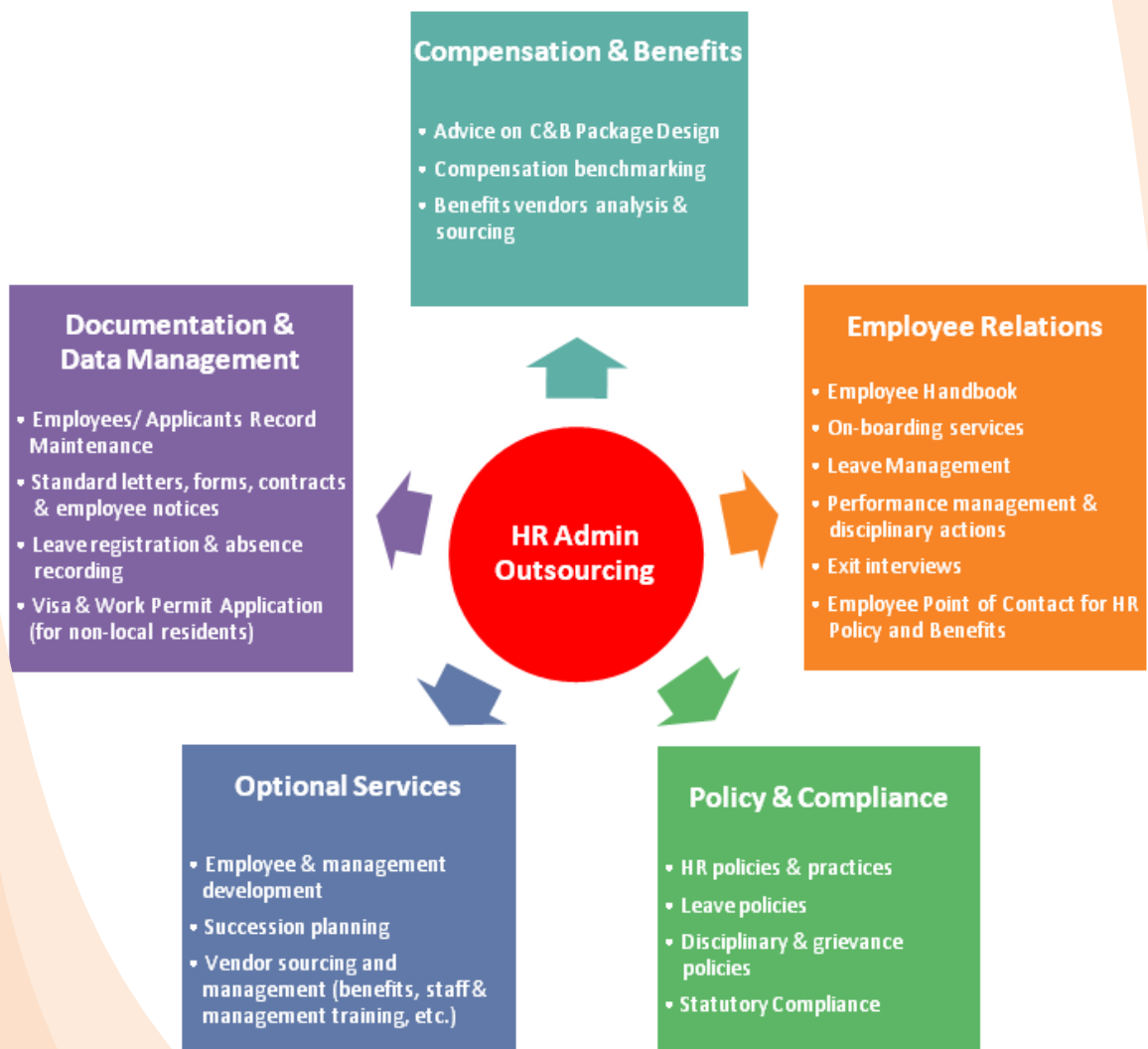




## HR Admin Outsourcing

Are you a multinational company with business expansion to Hong Kong, but the team in Hong Kong is too small for you to hire an in-house Human Resources personnel to take care of all the local HR administration tasks? W Consulting is here to help! We proudly present our HR Admin Outsourcing service which is specially designed for global corporations with headquarter based elsewhere, while having a small establishment in Hong Kong.

### What do we offer?



We will provide **telephone hotline** and **e-mail** support to handle all enquiries related to HR admin during office hours (Monday to Friday, 9:00am-6:00pm). Any enquiries received outside office hours will be replied within the next working day.



## W Consulting Company Limited



### **Benefits of HR Admin Outsourcing**

By engaging W Consulting to undertake all your HR administration and data management tasks in Hong Kong, you will be able to:

- **Increase productivity** – free up your internal time and resources, allowing your Hong Kong team to put their full focus on strategic business-generating activities
- **Save operating cost** – no longer require your regional HR to handle these tasks remotely; also save an in-house HR headcount for your Hong Kong team
- **Ensure local compliance** – guarantee your local business strictly comply with the Hong Kong Employment Ordinance



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