



# Concepts Group

Total HR Solutions



**“ With a clear vision of the future, “  
we will continue taking on challenges.**

We are proud to have a proven track record for 30 years, as valuable HR business partners to multi-national companies, such as the automotive, electronic, healthcare, manufacturing, plantation, construction service and oil & gas sectors. Our dedication in providing continuous, reliable and efficient support to all stakeholders has won us great reputation in the HR industry.

Concepts Group of companies is managed by a professional team of 167 and they are based in 13 subsidiaries located nationwide in Selangor, Penang, Johor, Kedah, Melaka and Perak. We have also engaged various business partners across 8 different host countries such as Indonesia, Nepal, Bangladesh, Myanmar, Vietnam, Philippines, Sri Lanka and Pakistan, setting up training and recruitment centres.

We provide the whole spectrum of human resource management services including **consultancy and advisory services, recruitment of both local and foreign workers**, and all **HR processes and functions**. As for foreign workers, we manage their **legal papers, visa applications, performance at work, accommodation, transportation, welfare and benefits, counselling, training**, etc. Our business is audited regularly and complies with government and international regulations, best practices and quality standards, eg. **RBA** (Responsible Business Alliance), In addition, we also provide financing solutions to ease clients' huge operating cashflow.

Our one-stop, systematic workflow and centralized approach to HR services management saves clients **operating cost and time, increasing both productivity and profitability**, while ensuring full obligations to the well-being of our workers – **The most valued assets**.

# OUR MANAGEMENT TEAM



Business Development

Project Documentation Audits



Finance & Account

Foreign Workers Recruitment



Local Recruitment Cum Hostel Management



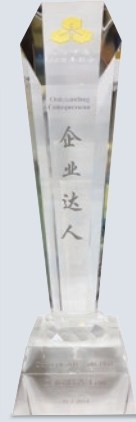
Customer Relationship Management



Operation



Transportation



## OUR RECOGNITIONS



### PAPSMA

[National Association of Private Employment Agencies Malaysia]  
Committee member of PAPSMA since establishment of PAPSMA Association in year 2019



### FMM

[Federation of Malaysian Manufacturers] committee member since 21st May 2003



### KLSICCI

[The Chinese Chamber & Industry of Kuala Lumpur & Selangor]  
40 Outstanding Entrepreneurs



### License C

[License for Local Workers & Foreign Workers Recruitment Agency]  
An authorized Private Employment Agency by Department of Labour Peninsular Malaysia, Ministry of Human Resources [Jabatan Tenaga Kerja Semenanjung Malaysia, KSM] under the License Category C

## OUR MISSION

We are truly committed and adhering to International Standards requirements and delivering professional attitude and services to fulfil and meet our customer's needs.

## OUR VISION

To be the TOP Recruitment, Staff Placement and Management company by creating job opportunities for Global Citizen and contributing to the nation development in services, manufacturing, construction, oil and gas sectors.



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[www.concepts-groups.com](http://www.concepts-groups.com)

# OUR HISTORY & MILESTONES



1991

Concepts Group was established in 1991 by 3 founders, Dato' B.A.Low , Mr. Billy Low & Mr. B.C. Low, 3 siblings shared a common vision - to optimize the HR processes and manpower from which attributable to their manpower managing experiences in Japan. Driven by the philosophy that manpower is one of the most valuable resources, our business strives to create a trust-based triple-win synergy with our clients, our workforce and Concepts Group as the bridge.

1995

Concepts Group was and still is highly regarded by many multinational entities including Japanese investors, for our service quality, efficiency and reliability. The same year, we also introduced Transportation to our list of services, with a fleet of 50 buses.



1999

We understand that it is not easy for HR personnel to monitor the welfare and needs of workers after their daily routine work. And the workers deserve more support round the clock. Concepts Group launched its own Hostel Management with complete facilities and utilities to provide a safe and comfortable accommodation to the workers where they can rest and live with dignity.



2001- 2005

With the economic growth of Malaysia, local workforce was not sufficient to meet the needs of investors and manufacturers. Concepts Group started Training Centres with various partners in different host countries such as Indonesia, Bangladesh, Cambodia, Vietnam, Myanmar, Philippines and Thailand to bring in more workforce for market needs.



2009 till now

Concepts Group continues to play an active role in giving full support to the Human Resource strategies initiated by the Malaysian Government. Such programs include:

2009 - Rehiring Program

2011 - 6P Program

2017 - Expanded our professional service teams to 167 internal and external talents

2018 - Obtained the Licence C by the Malaysian Government



Concepts Group takes pride in being a trusted partner in the human resource arena. As a member of Federation of Malaysian Manufacturers (FMM) for almost 20 years, we have advised and supported thousands of companies in their HR functions and workforce recruitment needs.

We value the workers as a great ASSET, not only to us as a company, also to our clients and even to our country. We welcome them, take good care of them and appreciate the hard work rendered by the workers during their employment in Malaysia. When their contracts expire, we also ensure that they are repatriated in a proper way, aligned with government regulations and business codes of practices. We are grateful for their contribution and want to see them return to their home countries, in good condition along with the fruits of their labour.



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### CONTACT US

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### CONCEPTS GROUP HEADQUARTER'S OFFICE



BUSINESS ENQUIRY