

Case Study

# Building a High-Performing Offshore HR And Payroll Team in Malaysia

Australia Edition



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#### About FastLane

Fastlane Group, established in 2013, began as an innovative accountancy and advisory firm specializing in SMEs, entrepreneurs, supporting startups, high-growth companies, and businesses expanding globally. With a commitment to combining technology and expertise, we have consistently delivered best-in-class services, ensuring our clients in Hong Kong meet their financial compliance needs, allowing them to focus their core business on objectives.

As the business landscape evolves, so have we. Recognizing the growing demand for flexible and effective talent solutions, we have established FastLaneRecruit to assist clients with recruitment and building remote teams in Southeast Asia. This expansion allows our clients to high-quality talent access while benefiting from our comprehensive support in HR advisory, payroll administration, and compliance, helping them scale their businesses efficiently and confidently competitive environment.

#### **Our Purpose**

At FastLaneRecruit, our purpose is to empower businesses to achieve their full potential by delivering innovative reliable recruitment Employer of Record (EOR) solutions. We are dedicated to assisting our clients in building and managing remote teams in Southeast Asia, providing access to a diverse talent pool while ensuring seamless HR, payroll, and compliance management. Through our expertise and advanced technology, we strive to be the trusted partner that enables businesses scale to efficiently, reduce costs and focus on their strategic growth.

#### **Our Mission**

Our mission is to empower businesses to grow and thrive by providing innovative, reliable, and cost-effective recruitment and Employer of Record (EOR) solutions. We are committed to helping our clients navigate the complexities of talent acquisition and management, ensuring that they can build and scale their teams with confidence, efficiency, and compliance. Through our expertise and dedication, we aim be the trusted partner for companies seeking to expand their capabilities and achieve long-term success in a competitive global market.

#### **Our Principles**

- Client-Centric Focus: Tailored solutions to address client-specific challenges.
- **Integrity and Transparency**: Uphold the highest standards in all interactions.
- **Innovation and Excellence**: Continuous improvement and adoption of the latest technology.
- **Collaborative Partnership**: Foster strong partnerships both within our team and with clients.
- **Responsiveness and Agility**: Adapt quickly to the evolving needs of clients and the market.

#### **Our Values**

- **Commitment to Quality**: Deliver high-quality services that exceed client expectations.
- **Respect and Integrity**: Treat everyone with respect and act with honesty.
- **Innovation**: Continuously seek innovative solutions.
- **Customer Focus**: Prioritize client needs and provide tailored solutions.
- **Collaboration**: Value teamwork and collaboration to achieve common goals.
- **Responsiveness**: Ensure timely and effective solutions.
- **Excellence**: Pursue excellence in all aspects of our work.

#### **Get in Touch**

For more information or to contact FastLane Group on Company Formation, please email:

#### enquiry@fastlanerecruit.com

#### **Disclaimer**

Information provided by our recruitment agency is general and without guarantees. Employers are responsible for their own assessments and due diligence when hiring. Our agency is not liable for any actions taken based on this information.

# Build Your Offshore HR and Payroll Management Team in Malaysia for Australian Businesses

As Australian companies face growing local talent shortages and rising employment costs, the complexity of managing HR operations and payroll has become increasingly challenging. Offshore hiring solutions offer a strategic way to address these workforce pressures while ensuring compliance and efficiency.

Malaysia stands out as a highly attractive destination for building offshore HR and payroll teams. With a highly educated workforce, strong English proficiency, and well-developed employment infrastructure, businesses can access top-tier talent at up to 60% less than domestic costs. Whether you're managing onboarding, leave tracking, Superannuation-like schemes, or tax compliance, an offshore HR team in Malaysia can streamline operations while keeping your Australian business compliant.

FastLaneRecruit helps Australian businesses build, manage, and scale offshore HR and payroll teams in Malaysia. We provide everything from talent acquisition and workspace setup to Employer of Record (EOR) services and end-to-end compliance management, ensuring your team is fully integrated with your operations back in Australia.



FastLaneRecruit Building Teams, Powering Growth

# Why Malaysia Is the Ideal Location for Your Offshore HR & Payroll Team

A Competitive Edge for Australian Businesses	Build a capable HR & payroll team without stretching your budget.
Seamless Communication	Work effectively with English-speaking HR & payroll professionals.
Aligned Business Practices	Professionals familiar with Australian HR systems reduce onboarding time.
Favourable Time Zone	2–3 hour time difference ensures real-time support and collaboration.
Reliable & Modern Infrastructure	Access to high-speed internet, modern workspaces, and secure offices.
Sustainable Growth	Scalable HR and payroll support that's cost-effective and sustainable.

#### How We Help You Build Your Offshore HR and Payroll Team

FastLaneRecruit delivers a strategic, full-service solution tailored to Australian businesses seeking reliable HR and payroll operations offshore. Our process includes identifying key roles, managing recruitment, setting up secure workspaces, and ensuring full compliance with Malaysian labour laws and Australian expectations.



#### 1. Stage 1: Define and Hire the Right HR & Payroll Talent

We begin by understanding your current HR setup, compliance requirements, and payroll processes in Australia. Then, we design a scalable offshore structure in Malaysia that aligns with your internal systems and business goals.

#### 1.1 Roles You Can Hire in Malaysia Include:

#### 1.1.1 HR Operations Department

- HR Manager (8+ years)
- Oversees cross-border HR strategy, supports your Australian HR policies, and ensures team compliance.
- HR Executive (3-5 years)
- Manages onboarding, benefits, documentation, and employee support services.
- Talent Acquisition Specialist (3-5 years)
- Sources, screens, and coordinates recruitment across Asia-Pacific to align with Australian hiring standards.

#### 1.1.2 Payroll & Compliance Department

- Payroll Specialist (3-5 years)
- Administers payroll cycles, handles tax obligations, and ensures compliance with Malaysian laws and Superannuation-like contributions.
- HR & Payroll Administrator (2-4 years)
- Supports payroll reporting, leave tracking, and audit preparation.
- Compensation & Benefits Analyst (5+ years)
- Designs benefits structures and manages incentive programs tailored to Australian corporate culture.

You can start lean with one or two hires or scale a full offshore HR team over time. We ensure every hire complements your existing structure.



## 1.2 Key Evaluation Criteria When Hiring Offshore HR & Payroll Role for an Australian Company

When Australian companies consider building an offshore HR and payroll team, it's essential to look beyond just cost savings. Choosing the right offshore partner or employee involves carefully evaluating their experience, communication skills, cultural compatibility, and technical proficiency. Below, we outline the key criteria to consider to ensure a smooth and successful offshore collaboration.

#### 1.2.1 Experience with Australian HRIS Platforms

A critical factor when selecting an offshore HR and payroll partner is their familiarity with Australian HR information systems (HRIS). Platforms such as Employment Hero, Deputy, and ELMO are widely used across Australia for managing employee records, timesheets, and leave requests. Your offshore team should not only know how to navigate these systems but also be skilled in integrating them into your workflows. This ensures seamless data management and automation of HR processes, reducing manual errors and boosting efficiency.

## 1.2.2 Familiarity with Fair Work Obligations, Leave Accrual, and Superannuation

Offshore HR professionals must be well-versed in the Fair Work Act, National Employment Standards, and relevant modern awards. They should have hands-on experience managing leave entitlements such as annual leave, personal leave, and long service leave, ensuring accurate recordkeeping and compliance. Equally important is their knowledge of superannuation guarantee contributions and PAYG withholding, safeguarding your compliance Office with Australian Tax (ATO) requirements.

#### 1.2.3. Strong Communication and Collaboration Skills

Your offshore HR and payroll team should be able to clearly communicate updates, share insights, and raise any concerns in plain, professional English. This transparency helps bridge the distance and prevents miscommunication, fostering a collaborative environment. A team that proactively engages with your in-house staff will help ensure smooth workflows and consistent alignment.



#### 1.2.4. Attention to Detail for Compliance and Reporting

Payroll and HR functions demand precision and reliability. Offshore HR professionals must exhibit a meticulous approach to data management, from double-checking timesheets and leave balances to ensuring the accuracy of payslips and compliance reports. This attention to detail minimises costly errors, helps maintain regulatory compliance, and gives your team peace of mind that your offshore HR partner is upholding the highest standards of accuracy and integrity.

#### 1.2.5. Cultural Compatibility and Proactive Work Ethic

Successful offshore HR support isn't just about skills—it's also about fit. Look for team members who understand and respect Australian workplace culture, from communication styles to expected professionalism and accountability. A proactive offshore team will not wait for direction; they'll identify opportunities for improvement, suggest solutions, and take initiative. This mindset ensures they become a true extension of your business rather than a disconnected service provider.

#### 1.3 Employer of Record (EOR) Services

Our **Employer of Record (EOR) solution** is designed to help your business seamlessly expand into Malaysia without the need to establish a legal entity. By partnering with FastLaneRecruit, we act as the legal employer on record, assuming responsibility for compliance, administration, and local employment matters—allowing you to focus fully on your core operations and growth.

Here's how our EOR service works and the key areas we manage:

#### 1.3.1 Employment Contracts and Statutory Onboarding

We handle the preparation and management of compliant employment contracts that meet Malaysian labour law requirements and your business needs. Our onboarding process ensures new hires are registered with the appropriate authorities, such as the Employees Provident Fund (EPF), Social Security Organisation (SOCSO), and Employment Insurance System (EIS), so they can start their roles smoothly and quickly.



#### 1.3.2 EPF, SOCSO, EIS, and Malaysian Tax Compliance

As the legal employer, FastLaneRecruit manages all statutory contributions and deductions, including:

- **EPF contributions for retirement savings** a compulsory retirement fund similar to Australia's superannuation system, providing your employees with long-term financial security.
- **SOCSO for workplace injury insurance** a compulsory insurance scheme similar to workers' compensation, covering medical and disability costs for work-related injuries and illnesses.
- **EIS for unemployment protection** a compulsory program that offers financial support to employees if they lose their jobs.
- Monthly tax deductions and LHDN filings while monthly deductions (PCB) are only compulsory if your employees' earnings exceed the annual tax threshold, it is generally required for most employers to deduct and remit these taxes to the Malaysian Inland Revenue Board, similar to Australia's PAYG withholding system.

We ensure accuracy and timeliness in meeting your compliance obligations, significantly reducing your administrative burden and risks.

#### 1.3.3 Employee Documentation and HR Support

We ensure that your offshore employees' documentation is meticulously maintained and fully compliant with Malaysian labour regulations. This includes employment contracts, updated to reflect the latest legal requirements and your specific company policies, as well as performance evaluations and any disciplinary records.

Beyond maintaining these crucial records, we provide everyday HR support tailored to your offshore workforce's needs. Our team handles inquiries about leave entitlements, workplace policies, and benefits, fostering a positive and engaged employee experience. We also support you in implementing HR policies, training initiatives, and day-to-day HR tasks—ensuring your offshore team feels fully supported, valued, and aligned with your company's standards.



#### 1.3.4 Dispute Resolution and Exit Procedures

Managing employee disputes or terminations can be challenging, especially when dealing with an overseas workforce. FastLaneRecruit takes the complexity out of these situations by handling conflict resolution in full compliance with Malaysian labour law and best practices. We approach disputes with fairness and sensitivity, aiming for swift and balanced resolutions that protect your company's interests and maintain positive working relationships.

If an employment relationship ends—whether due to resignation, redundancy, or dismissal—we manage the entire offboarding process. This includes calculating final payments, preparing and submitting statutory clearances, and ensuring all exit documentation is complete and compliant. By overseeing these crucial steps, we minimize potential legal risks and allow you to transition seamlessly to your next hire or business priorities without disruption.

#### You Stay in Control, and We Handle the Rest

FastLaneRecruit takes on the legal employer responsibilities, ensuring compliance and administrative support. Meanwhile, your team members remain under your full operational control. You oversee their daily work, performance expectations, and team culture, while we manage HR compliance, payroll, and local employment regulations seamlessly in the background.

#### 1.4 Payroll & Compliance Management

As your Employer of Record (EOR) in Malaysia, FastLaneRecruit manages all aspects of payroll and compliance on your behalf, ensuring your offshore team is paid accurately and remains compliant—mirroring the professional standards you expect in Australia.

#### Timely and Accurate Payroll Disbursements

We ensure your offshore employees are paid on time, every time, with accurate salary calculations and no delays—just like your payroll runs at home.



#### Statutory Contributions and Tax Compliance

We handle all mandatory contributions in Malaysia—EPF (like superannuation), SOCSO (workers' compensation), EIS (unemployment insurance), and PCB (similar to PAYG)—ensuring your offshore team is fully compliant.

#### Payslip Issuance and Leave Records

We issue payslips detailing earnings and deductions, similar to the clear payslip structures you're familiar with in Australia. We also maintain accurate leave balances and entitlements for easy tracking.

#### **Annual EA Form Submission**

At year-end, we prepare and submit the EA form, which functions similarly to Australia's PAYG summary, providing your offshore employees with the necessary documents for their Malaysian tax filings.

With FastLaneRecruit managing your offshore payroll and compliance, you'll have the same level of confidence and reliability as with your Australian HR team. Your operations in Malaysia will remain professional, compliant, and fully aligned with your Australian business values.





#### 2. Stage 2: Set Up a Functional Workspace

Setting up the right workspace is essential to ensuring your offshore HR and payroll team operates securely, efficiently, and in line with your company's brand. At FastLaneRecruit, we provide tailored workspace solutions in Malaysia to support your Australian team's workstyle preferences, compliance requirements, and long-term business objectives.

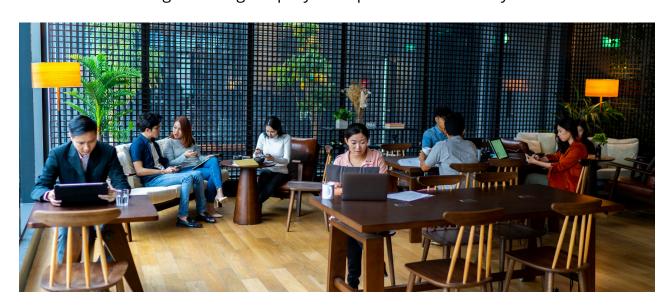
#### Adapting to Your Work Model

We accommodate all working models—remote-first, hybrid, or in-office—depending on your internal team structure and operational priorities. Our focus is to create an environment where your offshore team can deliver with the same precision and professionalism as your Australian head office.

We work closely with you to replicate your workflows, align communication protocols, and ensure smooth interaction between onshore and offshore teams. Our team ensures that workspace infrastructure not only meets compliance requirements for payroll and employee data but also fosters productivity, wellbeing, and team cohesion.

#### 2.1 Workspace Options

• **Co-Working Spaces**: Ideal for rapid deployment, short-term pilots, or small teams. These spaces include access to professional amenities like meeting rooms, printing stations, ergonomic desks, breakout areas, and cafes—ensuring a strong employee experience from day one.





- Private Office Suites: For companies that require more control and confidentiality, especially when dealing with sensitive employee and payroll data. These are dedicated, branded spaces with secure access, designed to support long-term team stability and brand alignment.
- **Self-Leased Offices:** For enterprises planning to scale significantly, a fully leased space offers complete control over layout, IT setup, and security systems. We assist in everything from site selection and negotiation to interior design and network infrastructure planning.



#### 2.2 Workspace Support

As your Employer of Record (EOR) partner in Malaysia, FastLaneRecruit goes beyond payroll and HR compliance to provide end-to-end support in establishing a functional, professional workspace for your offshore team. We take care of the details so you can focus on driving your Australian business forward.

#### 2.2.1 Strategic Location Planning

We work closely with you to select the right workspace, considering factors like access to HR and finance talent, local amenities, and proximity to major transport links. By understanding your specific operational needs and employee preferences, we help you secure a location that supports productivity, reduces commute challenges, and strengthens employee retention.



#### 2.2.2 Virtual and On-Site Tours

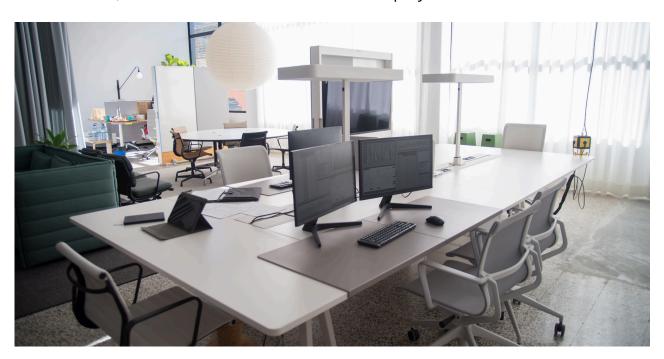
We offer detailed virtual walkthroughs that showcase available workspaces, including layout, amenities, and building features. For clients who prefer a more hands-on approach, we also coordinate on-site tours, giving you the opportunity to assess the workspace environment firsthand and make informed decisions.

#### 2.2.3 Lease Negotiation Support

We assist in negotiating lease terms and managing discussions with landlords and property managers. While we are not a legal firm, our local knowledge and experience help ensure that lease agreements are fair, compliant with Malaysian tenancy standards, and aligned with your financial and operational interests. We help you avoid unexpected costs and ensure flexibility for future growth or adjustment.

#### 2.2.4 Workspace Fit-Out and Customisation

Once you have secured a location, we coordinate with reliable local vendors to tailor the workspace to your needs. This includes installing secure access systems, setting up quiet areas for focused work, creating collaborative spaces for teamwork, and ensuring the workspace has dedicated zones to support HR and payroll activities. Our goal is to create a comfortable, functional environment that helps your offshore team thrive.



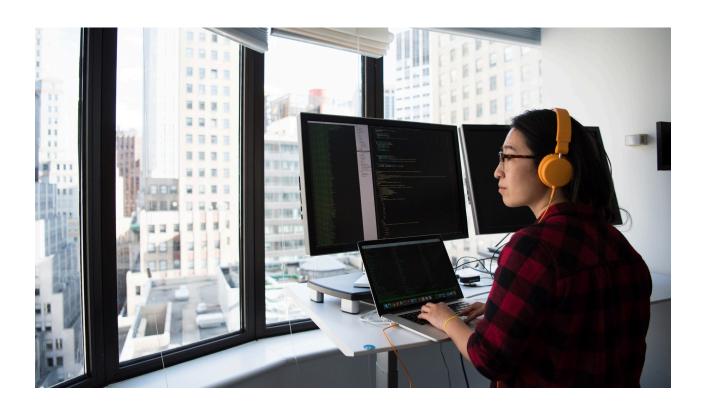


#### 2.2.5 Ongoing Monthly Facility Management

After your workspace is operational, we continue to provide monthly support to maintain and manage the facility. We coordinate with local vendors and handle all maintenance and repair tasks to ensure your office remains in top condition. If any issues arise—such as building maintenance concerns, equipment malfunctions, or vendor-related questions—we handle them promptly and professionally. This allows your team to focus entirely on HR delivery, confident that the workspace is safe, compliant, and fully functional.

#### 2.3 Why It Matters

- **Data Security & Confidentiality**: With sensitive employee information and payroll records at stake, a controlled environment is essential for compliance and peace of mind.
- **Employee Engagement & Retention**: An inspiring, well-maintained workspace signals that your company values quality, professionalism, and employee wellbeing.
- **Operational Scalability**: A flexible workspace that evolves with your team size and business growth ensures long-term efficiency.





#### 3. Stage 3: Equip and Enable Your Team

Even the best offshore HR professionals need the right tools to succeed. We ensure your team is fully equipped with hardware, software, systems, and cybersecurity protocols tailored for secure, efficient HR and payroll execution.

# 3.1 IT Equipment & Infrastructure Laptops and Workstations

We identify and coordinate the purchase of business-grade laptops and workstations that meet the specific needs of HR and payroll work. These systems include encrypted drives and reliable performance to safeguard sensitive employee information.





#### **Monitors**

We source monitors to support your offshore team's daily tasks—essential for managing spreadsheets, payroll data, and compliance reports with greater accuracy and productivity.

#### **Secure Office Hardware**

We help you equip your offshore workspace with secure, fit-for-purpose office hardware. This includes network printers for document handling, biometric access systems to protect sensitive information, and secure filing cabinets for storing physical HR records as needed.





#### 3.2 Software Installation and Pre-Onboarding Configuration

A secure and reliable software environment is essential for your offshore HR and payroll team to operate efficiently and stay aligned with your Australian operations. We take care of sourcing, integrating, and managing the software tools that empower your offshore team to perform at their best.

#### **Windows Operating System**

We ensure your offshore team's devices run on Windows, providing a familiar and secure foundation for HR and payroll tasks.

#### **HR and Payroll Management Systems**

We integrate the HRIS and payroll software you already use, such as Employment Hero, Deputy, ELMO, or Xero Payroll. This consistency ensures your offshore team can manage employee data and payroll runs accurately, following the same processes as your Australian office.

#### **Productivity Tools**

We set up Microsoft 365 applications, including Outlook for email and scheduling, Word for document management, Excel for data tracking and analysis, and Teams for collaboration. These tools enable your offshore team to work efficiently and communicate effectively.

#### **Collaboration Platforms**

We establish secure, reliable platforms like Microsoft Teams or Slack, so your offshore team can collaborate in real-time with your Australian office. This keeps everyone connected, aligned, and working together smoothly.

#### **Ongoing Support and Updates**

We provide continuous support to keep all software up to date and aligned with your operational needs, ensuring your offshore team can focus on their work without interruption.



#### 3.3 Cybersecurity & Compliance

As your Employer of Record (EOR) partner in Malaysia, FastLaneRecruit ensures your offshore HR and payroll operations are secure, compliant, and aligned with the standards you expect in Australia. We take care of essential cybersecurity measures and data protection strategies so you can confidently expand your team offshore without compromising your security or compliance obligations.

#### **Secure Network Connections**

We work with trusted local IT providers to set up Virtual Private Networks (VPNs) and secure internet connections for your offshore HR team. These VPNs create encrypted communication channels that safeguard sensitive HR and payroll data when it travels between Malaysia and Australia, reducing the risk of data breaches and unauthorised access.

#### **Reliable Cloud Data Storage**

We help you source and implement secure cloud data storage solutions that meet your operational needs. These storage systems provide your offshore team with easy access to critical HR documents, employee records, and payroll data—while ensuring robust data protection measures and encryption to meet Australian data privacy expectations.

#### Alignment with Malaysian and Australian Compliance Standards

We ensure your offshore operations adhere to Malaysian data privacy laws, including the Personal Data Protection Act (PDPA), and that they align with the data protection practices and expectations of your Australian business. This dual compliance approach mitigates legal risks and gives you confidence that your offshore team's HR and payroll processes operate securely and responsibly.

#### **Continuous Support and Coordination**

Our support doesn't stop after setup. We continue to coordinate with trusted IT and security partners to ensure your offshore HR systems stay up to date and secure. This includes regular software patches and system updates, so you can be sure your team's working environment remains compliant and protected.



By providing these cybersecurity and compliance services, FastLaneRecruit allows your Australian business to confidently build and manage an offshore HR and payroll team in Malaysia, knowing that your sensitive data and operational standards are protected.

#### 3.4 IT & Helpdesk Support

At FastLaneRecruit, our **internal IT team** ensures that your offshore HR and payroll team in Malaysia has the technical support they need to stay productive and secure.

#### **Internal IT Team**

Our own IT specialists provide day-to-day technical support for your offshore Malaysia team. From hardware troubleshooting to new installations and urgent fixes, we ensure that technical issues are resolved quickly and efficiently—minimising disruption to your HR and payroll operations.





#### **System Monitoring**

We handle regular maintenance, software updates, and security patches for your offshore team's devices. This keeps systems running smoothly, secure, and aligned with your operational standards.

#### Lifecycle Management

We manage the full lifecycle of IT equipment for your offshore Malaysia team, from setup and upgrades to secure disposal of retired devices. This protects your sensitive HR and payroll data while ensuring reliable performance.



By handling these IT and helpdesk responsibilities in-house, FastLaneRecruit ensures your offshore HR and payroll team in Malaysia can work efficiently, securely, and without unnecessary technical disruptions.



#### 3.5 Why It Matters

- **Reliability**: System failures in payroll or HR can lead to costly mistakes. We ensure consistent, dependable access.
- **Productivity**: Fast machines and clear systems reduce admin burden and increase team efficiency.
- **Compliance**: Our systems and controls meet both Australian and Malaysian regulatory expectations.

#### 4. Why Build Your Offshore HR Team with FastLaneRecruit?

At FastLaneRecruit, we combine local expertise with global standards to help Australian businesses scale securely and efficiently. We don't just help you hire HR talent—we design an ecosystem that ensures long-term success, team cohesion, and compliance.

Our Solution	Your Strategic Advantage
Targeted Talent Acquisition	Get matched with HR professionals experienced in Australian compliance and APAC operations
EOR Services	Legally employ staff in Malaysia without establishing a local legal entity
Fully Managed Payroll & Compliance	Statutory reporting, monthly payroll, and employee benefits handled end-to-end
Secure, Custom Workspaces	Choose between co-working, private, or leased offices with full compliance and branding options
Tech & Security Provisioning	Laptops, VPNs, payroll systems, and document security measures—all managed for you
Operational & Growth Support	Facility maintenance, HR admin, team scaling, and risk mitigation services available year-round



From setup to scale, FastLaneRecruit delivers the infrastructure, compliance, and talent you need for a fully supported offshore HR function in Malaysia.

#### 5. Outcome & Results

Deliverable	Business Value
Efficient HR & Payroll Ops	Offload routine admin tasks and ensure seamless back-office functions
Lower Operating Costs	Save up to 60% compared to hiring domestically
Speed to Deployment	Get your team up and running within 30 days
Full Legal Compliance	Avoid fines or risk with local labour law alignment
Scalable & Reliable Growth	Build a long-term offshore capability to support your APAC expansion goals



# Bringing It All Together: Your Offshore HR & Payroll Team,Fully Supported

Building an offshore HR and payroll function in Malaysia is a strategic move for Australian businesses aiming to expand and remain competitive. However, success isn't just about hiring—it requires a comprehensive framework that integrates people, systems, compliance, and infrastructure. This is precisely what FastLaneRecruit delivers, ensuring your offshore team in Malaysia operates seamlessly and supports your growth.

#### 6.1 A Step-by-Step Approach That Ensures Results

- **Stage 1:** Hire the Right Talent Our process begins with a deep understanding of your HR goals, compliance responsibilities, and reporting workflows. We source top-tier HR professionals who not only meet technical skill requirements but also align with your company culture and communication style. Every hire is vetted to handle crossborder HR coordination, payroll administration, and employee data management.
- **Stage 2:** Build a Professional Workspace We understand that the working environment significantly impacts performance and retention. That's why we provide scalable office options, ranging from cost-effective co-working desks to dedicated private offices. We tailor each workspace to meet security needs for handling payroll and confidential employee data, while offering a positive, engaging atmosphere that reflects your corporate brand.
- **Stage 3:** Equip and Enable Your Team We ensure your offshore HR and payroll professionals are equipped with business-grade technology, the right platforms for collaboration, and payroll tools that integrate with your systems in Australia. Our security protocols meet Australian compliance standards, and our onboarding process ensures your offshore team can hit the ground running.
- Built-in EOR & Compliance Management Our Employer of Record (EOR) service enables you to legally employ offshore staff without incorporating a Malaysian entity. We handle all statutory contributions (EPF, SOCSO, EIS), tax filings, and employment contracts in accordance with Malaysian labour law, allowing you to focus on operations without legal risks.



 Ongoing Support for Long-Term Success Beyond initial setup, FastLaneRecruit offers continuous HR admin assistance, IT troubleshooting, workspace expansion, and compliance updates. As your team grows, we help you scale efficiently while maintaining the same high-quality service delivery.



#### 6.2 Why This Model Works for Australian Companies

- Compliance without Complication: Stay fully compliant in Malaysia without managing legal or tax complexities directly.
- Operational Continuity: Ensure uninterrupted HR and payroll processes that align with Australian payroll cycles and reporting.
- Cost Control: Access a highly qualified workforce at up to 60% lower cost, freeing up budget for strategic growth.
- Team Integration: Offshore teams are fully embedded in your systems, workflows, and communication tools, creating a unified culture across borders.
- Scalable Growth: As your needs expand, we provide the talent, infrastructure, and support to grow with you—on your timeline.



At FastLaneRecruit, our goal is not just to help you build an offshore team, but to ensure that team delivers meaningful business outcomes—whether it's processing accurate payroll, supporting employee engagement, or driving operational excellence.

With our holistic, structured, and compliant approach, your offshore HR and payroll team in Malaysia will perform as a seamless extension of your Australian operations, backed by the local expertise and full-service support of FastLaneRecruit.

#### 7. Start with a Complimentary Discovery Call

Ready to take the next step?

Speak with our team to:

- Share your offshore HR challenges
- Explore staffing and payroll compliance needs
- See real workspace and infrastructure options
- Understand how our EOR and IT solutions align with Hong Kong HR practices

We also invite you to visit Malaysia to:

- Tour offices and meet the local support team
- Understand our operational workflow
- Gain peace of mind before going live

Schedule your discovery call today and let FastLaneRecruit help you build a secure, efficient, and scalable HR and payroll team offshore.



FastLane Recruit Building Teams, Powering Growth



## Please drop us an email at enquiry@fastlanerecruit.com



Give us a call on (+852) 3956 3112 or (+603) 2779 4963



Book an appointment and swing by our offices for a chat and coffee.



Scan our QR code to visit our website, alternatively visit us on **fastlanerecruit.com** 



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#### **FastLaneRecruit**

'Building Teams, Powering Growth'

Building Teams, Powering Growth Talk to one of our recruiters today.

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