



COMPANY PROFILE

Sancon Resources Management (PG0283713-A)

Agensi Perkerjaan Tops Global Manpower Sdn Bhd (1290825-U)

Tops Global Management Sdn Bhd (1501335-M)

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FOUNDER BACKGROUND

CK Ong is a prominent entrepreneur with over two decades of experience in human resource management. He is the founder of Sancon Resources Management, Agensi Perkejaan Tops Global Manpower Sdn Bhd and Tops Global Management Sdn Bhd. These companies provide one stop solution for high-quality foreign and local labour to meet the needs of clients and employers, contributing to Malaysia's labour market and promoting economic development. CK Ong has always upheld the principles of professionalism, integrity, and efficiency, and under his leadership, the company has become one of the Malaysia's leading recruitment agencies.

After graduating from Universiti Kebangsaan Malaysia with a bachelor's degree, CK Ong worked in various large enterprises in human resource positions, where he accumulated relevant professional experience. He continued to advance in his career with a professional, honest, and hardworking attitude and eventually became a human resource manager.

As of 2023, the company has grown from having only 2-3 customers in the early days to managing over 300 clients. CK Ong's customer-centric approach, along with his responsible service attitude, has earned him high praise from customers and employers, making him one of the leading recruitment agencies in Malaysia.

“ Uphold the core value
Together we grow ”

CK Ong believes in the importance of unity and mutual assistance in business management. He proposed the slogan "together we grow," which means that everyone in the company should help and complement each other to create a harmonious atmosphere, break through growth together, and achieve excellence.

To further expand their service range, CK Ong established Tops Global Management Sdn Bhd in recent years. The company aims to integrate enterprise services and provide one-stop foreign worker intermediary services, including transportation services, to help customers and employers solve various problems and further consolidate their service chain. CK Ong leads the company to create new industry standards and revolutionize the industry.

Overall, CK Ong's entrepreneurial journey showcases his dedication to the human resource and recruitment industry in Malaysia. His principles of professionalism, integrity, and efficiency have earned him high praise from customers and employees alike. With his continued leadership and innovative approach, he is sure to make a lasting impact on the industry for years to come.



CK Ong
Founder of

Sancon Resources Management,
Agensi Perkejaan
Tops Global Manpower Sdn Bhd
and Tops Global Management Sdn Bhd



OUR COMPANY

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Agensi Pekerjaan Tops Global Manpower Sdn Bhd (formerly known as Sancon Resources Management) specializes in providing recruitment and placement services for both local and foreign workers. With our extensive experience, valuable insights, efficient delivery, and meticulous attention to detail, we have established ourselves as a top performer among manpower service providers in Malaysia. Our commitment to excellence enables us to source and deploy highly qualified workers to and from various countries worldwide.

*Agensi Pekerjaan Tops Global Manpower Sdn Bhd is an approved company with **License C (JTKSM539)** under the Malaysia Private Employment Agencies Act 1981 ("Act"), Ministry of Human Resources (MOHR). Our license grants us the authority to recruit foreign workers for employers, provide foreign domestic helpers from their home countries, assist in obtaining working permits on behalf of employers, explore job opportunities for Malaysians abroad, and recruit local contract workers.*

*We uphold the spirit of "**Together We Grow**" and actively establish honest, sincere, and mutually beneficial relationships with foreign and local employers to ensure and maintain a high level of capability, professionalism, and satisfaction among Malaysian workers and employers. Together, we aim to increase the country's productivity and promote overall national development.*

OUR VISION



*Become the **NO.1** the most integrity human resources service provider with the most reputation in the market.*



Assist customers in human resource management and grow together with customers.



Improve customer satisfaction and foster a culture of continuous improvement by listening to customer feedback.

OUR PROCESS FLOW



OUR SERVICES

More than 20 years experience in human resource management.

"With an attitude of integrity, caring for talents, committing to clients, and pursuing sustainable development."

We are a team of well-qualified and experienced team in managing clients' needs and able to provide door-to-door consultation services and foreign & local manpower recruitment services for our clients.

We take each client as a valuable partner through building long term relationships. To better meet our clients' requirements, we have multi-national association with major registered agencies and official licensees from the respective local and overseas Ministries of Human Resources.



Customer-Centricity

We are committed to understanding client's business background and provided the most suitable, qualified, and talented candidates who possess excellent skills to ensure our clients get the ideal candidate who fulfills all requirements and matches their needs.



Professional Service

We approach our services from the client's perspective and provide one-stop high-quality services. We personally and carefully handle all procedures to ensure that our clients have the best experience. For after sales services, we do follow up with clients on workforce provided, and we will provide on-site interview or counselling if there any issue occur.



Transparency and Integrity

We maintain transparency with clients by providing accurate and complete information about our services, fees, and any potential risks or issues. In addition, to ensure we are operating our business in an ethical approach and serve our clients at their best interest, we are fully complying with the government rules & regulations where we own a License-C enforced under the Private Employment Agencies Act for our business operation.



Win-win situation

We strive to help clients address their manpower recruitment and management issues while also ensuring fair treatment and benefits for employees. By doing so, we aim to increase job satisfaction and loyalty among our workforce and provide more efficient services to clients.

LIST OF SERVICES

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- 01 Professional recruitment, consultation & service
- 02 Contact and liaison with overseas licensed manpower agencies
- 03 Update on latest government directives and policies on foreign manpower
- 04 Post-selection handling of all necessary documentation and procedures, up to repatriation exercises of foreign manpower to Malaysia.
- 05 Safe and timely delivery of foreign manpower to Malaysian employers' appointed destination upon arrival in Malaysia.
- 06 Assistance with new quota applications
- 07 Preparation of attestation documents required by respective foreign embassies.
- 08 Counselling services for foreign workers (whenever necessary)
- 09 Assist registration and arrangement for medical check-up if needed FOMEMA (Foreign Workers' Medical Examination Monitoring Agency)
- 10 FWHS (Foreign Workers Hospitalisation and Surgical Scheme) and IG (Insurance Guarantee) services



- 11 Immigration submission and collection / online permit renewal (Myeg or Eplks)
- 12 Online purchase of SSM Forms
- 13 Repatriation of foreign worker
- 14 Recalibration (recab) services where eligible illegal immigrant could be legalised through the proper process
- 15 Assist in court translation for embassy purposes
- 16 Providing hostel management services for foreign workers
- 17 Providing transportation and airfare ticket for deployment and repatriation of foreign workers.
- 18 Employment pass application (EP)
- 19 Professional visit pass (PVP)
- 20 Apply china visa for Malaysian
- 21 Foreign worker passport renewal



亚洲诚信企业大奖

CLIENTS 5 STAR REVIEW



"You claim to be second, no one dares to claim first."



"Their team is professional, efficient, and responsive, and they provided us with excellent candidates who matched our requirements perfectly."



"Their follow-up and after-sales services are also exceptional, and I would definitely recommend them to anyone looking for reliable recruitment solutions."



"I have been liaising with them for almost 9 years now, and I must say their service is top-notch! I strongly recommend them if you are looking for an agent to supply and service your needs."



CONTACT US •

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