

# COMPANY PROFILE



## Jelocorp Group

Bridging the unemployment gap by  
helping people find opportunities & jobs

155 West St, Sandton CBD, Gauteng

# OVERVIEW

Established July 2015, a solutions company that operates in the industry of ICT, recruitment and construction.

A level 1 BEE compliant company.

Currently operating in the African market and on a global scale level, assisting third party investors in coming into the African and Asian markets.

Infrastructure and offices across Gauteng and Western Cape regions in the Southern Africa country.

Offering multiple service models tailored to each clients needs.

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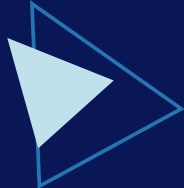
**Certifications**

**Contact Details**

# CORE BUSINESS

- National recruitment (blue and white collar)
- Candidate management (on request by client)
- International recruitment (USD based, higher critical skills)
- Implementation on a national and international level
- VISA assistance
- Operations
- Project management and delivery
- Tender acquisitions
- Project investment liaison
- Client meeting (industry specific) management

# NATIONAL RECRUITMENT

- Permanent Placements (PEA)
  - Temporary Placements (TES)
  - Specialized services/placements
  - Executive searches
  - Assessment services
- 
- A decorative graphic in the bottom right corner consisting of a light blue triangle pointing right, enclosed within a larger, hollow light blue triangle.



# FOREIGN APPLICANTS

Our immigration partner assist with the following:

- Critical skills work permit
- General work permit
- Intra-company transfer work permit
- Exceptional skills work permit
- Quota work permit
- Corporate work permit
- Business visit Visa
- Section 11(2) and extension applications
- Relative's permit

# INTERNATIONAL RECRUITMENT IN AFRICA

The below are services provided by us to over 10 African countries:

- All certifications
- Criminal record checks
- Sourcing per client's specifications
- Assist in arranging all candidates logistic needs
- Compiling corporate permits
- Checks and medicals





# OPERATIONS

An account manager on call 24/7 is designated to each client to ensure service excellence and customer satisfaction

- Candidate assessment procedure
- Labor management to ensure site stability
- Production focus driving effective delivery of skills placed
- Client/ commercial support
- Ad hoc site-specific requirements as set out by principal contractor/ client
- Timesheet support, sign off and payroll queries
- Liaising with client for scope of work and placement requirements

A white rectangular box with a blue border and a blue triangle pointing down from the top left corner, containing the word 'PRICING' in large, bold, blue capital letters.

# PRICING

- For a permanent position, the placement fee will be calculated at 15% of non-management level candidates and of management level candidates at 18% of the annual base salary only of the candidate, excluding VAT
- For a fixed term contract, the placement fee will be calculated at 25% of the gross salary per month for the duration of the contract period. The fee will be granted revision upon the client's requirement volumes.
- Overtime and bonus: fees are calculated at 10% of management fees
- Additional expenses such as travel or business entertainment costs will be approved prior to pay out, this will be calculated at 10% of management fees.

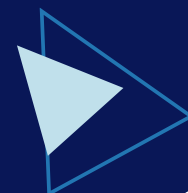


# PAYROLL



# BENEFITS

- 1. Data Protection:* We prioritize the safeguarding of sensitive employee data, ensuring secure management and preventing unauthorized access.
- 2. Risk Mitigation:* Our advanced security protocols significantly reduce the risk of data breaches, identity theft, and cyber attacks, providing peace of mind to our clients.
- 3. Secure Transactions:* We employ encryption and secure transmission methods to protect payroll data during processing and transmission, ensuring confidentiality and integrity.
- 4. Access Controls:* With role-based access controls, we restrict access to payroll data, allowing only authorized personnel to view or modify information, enhancing security.
- 5. Disaster Recovery:* Our comprehensive backup and disaster recovery plans ensure uninterrupted payroll operations, even in the face of system failures or natural disasters, ensuring business continuity.
- 6. Confidentiality Assurance:* We adhere to strict confidentiality agreements to safeguard sensitive payroll data, guaranteeing confidentiality and trust for our clients.



# ADDITIONAL SERVICES OFFERED

- Medical insurance
- Provident fund
- Retirement annuity
- VISA
- Long term housing rental
- Vehicle leasing
- Vehicle insurance
- Business insurance
- Meal services
- Flight bookings
- Mandarin/English Translations



# PARTNERS



# CLIENTS



# T CHEST - NEW APP

## #NEW APP



IMPROVE  
PRODUCTIVITY



DATA MANAGEMENT  
AND SECURITY



ON TIME  
MANAGEMENT

## MAIN MENU



### EMPLOYEE LOGIN

This is the employee login. The employee will click on this tab to login/register. After logging in the employee will have to clock in and out each day. The employee will be able to download/view/email his/her pay slip as well as their employment contract.



### ADMIN LOGIN

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Sign In as

Employee

Client

Admin

Priority brought to you by Jelocorp designed and developed by Lign Software Solutions



### CLIENT LOGIN

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# CERTIFICATIONS



# CONTACT DETAILS

PHONE  
081 794 2924

EMAIL  
admin@jelocorp.com

WEBSITE  
www.jelocorp.com

ADDRESS  
155 West St, Sandton CBD, Gauteng



# 前程集团公司简介



**Jelocorp Group**

通过帮助人们找到机会和工作来弥合失业差距

155 West St, Sandton CBD, Gauteng



# 简介

2015 年成立，一家方案提供企业专门协助于电信，招聘和建设市场

南非一级BEE符合企业

目前在非洲和国际市场运营，协助第三方投资家进入非洲或者亚洲市场

办公室位于南非的两大区域，豪登和西开普省

提供多种服务形式专门为客户打造专业方案需求

**Jelocorp Group**

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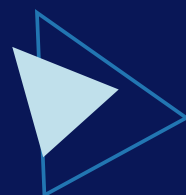
# 核心服务提供



- 国家当地招聘（蓝和白领）
- 人员管理（根据客户需求）
- 国际招聘（美金，高资历学历）
- 当地或国际运营支持
- 签证协助
- 运营操作
- 项目管理和交付
- 招标采购
- 项目投资协助
- 客户联谊 (特定行业) 管理

# 国家本地招聘

- 永久员工招聘（长期）
- 临时员工招聘（短期）
- 特殊服务/招聘
- 高端人员招聘
- 评估服务





# 国外应聘者

我们的移民签证服务:

- 关键技能工作许可证
- 一般工作许可证
- 公司内部转移工作许可证
- 卓越技能工作许可证
- 配额工作许可证
- 商务许可证
- 商务访问签证
- 第十一（二）条和扩展应用
- 亲戚陪同签证

# 非洲国家招聘

已下是我司在非洲十加不同国家能够提供的服务:

- 全部执照和证件
- 犯罪记录 ( 人员的背景调查 )
- 搜寻人员的资料根据客户的需求
- 协助安排人员的全部需求 ( 住宿, 伙食, 旅程和交通 )
- 编制企业许可证
- 医疗和完善的检测报告





# 运营

一位24小时守候的专属客户经理将被安排给与最高层的客户服务协助您需要的支持

- 人员评估服务
- 劳工现场管理确保运营流程
- 以生产为重点，推动有效交付技能
- 客户/商业支持
- 主承包商/客户提出的特定于现场的特殊要求
- 时间表支持，签核和薪资查询
- 与客户联络以了解工作范围和安置要求

价目  
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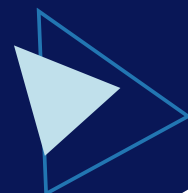
- ✓对于永久性职位，仅按候选人的年基本薪金，应按非管理级别候选人的 15（百分之十）和管理阶层候选人的 18 %（百分之十五）来计算安置费，不包括增值税
- ✓对于定期合同，安置费用将按合同期内每月工资总额的 25 %（百分之二十五）计算。该费用将根据客户的需求量进行修改
- ✓加班和奖金：费用按管理费的 10 %（百分之十）计算
- ✓其他费用，例如旅行或商务娱乐费用，将在付款前得到批准，该费用将按管理费的 10 %（百分之十）计算

# 工资单

## 好处



1. 数据保护：我们优先保护敏感员工数据，确保安全管理并防止未经授权的访问。
2. 风险缓解：我们先进的安全协议可显着降低数据泄露、身份盗窃和网络攻击的风险，让我们的客户高枕无忧。
3. 安全交易：我们采用加密和安全传输方法来保护工资数据在处理和传输过程中的安全，确保机密性和完整性。
4. 访问控制：通过基于角色的访问控制，我们限制对工资数据的访问，仅允许授权人员查看或修改信息，从而增强安全性。
5. 灾难恢复：我们全面的备份和灾难恢复计划即使在遇到系统故障或自然灾害时也能确保薪资运营不间断，从而确保业务连续性。
6. 保密保证：我们遵守严格的保密协议，以保护敏感的工资数据，保证客户的机密性和信任。



# 额外服务

- 医疗保险
- 公积金
- 退休年金
- 签证
- 长租房屋
- 车辆租赁
- 车辆保险
- 商业保险
- 膳食服务
- 航班预订
- 翻译服务 (中/英)



# 合作伙伴



# 客户



中兴通讯股份有限公司  
ZTE CORPORATION



BESTER TECHNOLOGY  
SOUTH AFRICA (PTY) LTD



鼎桥通信技术有限公司



让每一次扬帆起航成为凯旋归来  
YOUR KEY TO GLOBALIZATION



# 新应用程序

## #NEW APP



IMPROVE  
PRODUCTIVITY

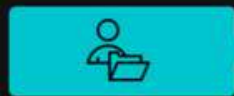


DATA MANAGEMENT  
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