



WE BRING MORE LIFE TO PEOPLE

THE COMPANY



Existence

Incorporated in 2000 with Briley group, which conglomerates over \$5 billion revenue has interests in HR, Aviation, Hospitality, IT Enabled Services (BPO), Technology and Service Sectors.



Mission

At TalentPro, we serve our clients with our core values of integrity and ethics. We continuously innovate in payroll and workforce management solutions by deploying state-of-the-art technology to help clients achieve their business goals.



Philosophy

We understand customer requirements and design optimal solutions to meet them, streamlining systems and processes and enabling us to achieve our commitments in service delivery before and after-sales.




Quality Policy

The customer is our focal point. We understand customer requirements, designing optimal solutions to meet those, streamlining systems and processes, enabling us to achieve our commitments in service delivery before and after sales.



WHY TALENTPRO


The fantastic fact




98.9%
Client retention




11 Location
Pan-India presence



100%
Assured data security



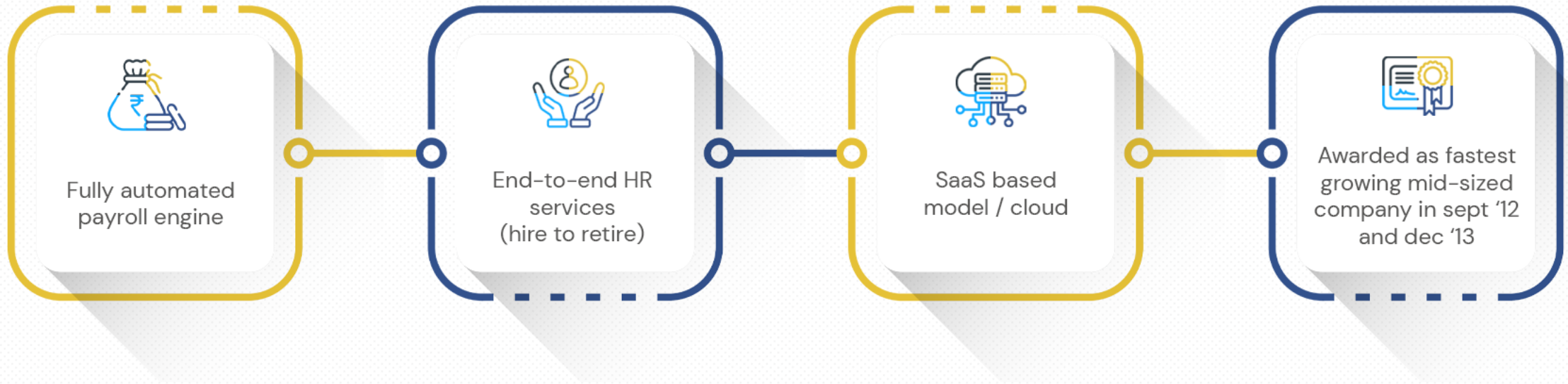
5
Lakh records processing per month



1000+
Clients



25
Years of industry experience





OUR ARRAY OF SERVICES

- ☑ PAYROLL
- ☑ COMPLIANCE
- ☑ STAFFING / IT STAFFING / THIRD PARTY PAYROLL
- ☑ NAPS
- ☑ EXECUTIVE SEARCH / RECRUITMENT
- ☑ HR CONSULTING / TRAINING
- ☑ HRMS

END-TO-END PAYROLL SERVICES

What we provide for employee

- ✔ Employee self service portal – monthly pay slips, tax slips, reimbursement slips
- ✔ Local and outstation travel claim processing
- ✔ Reimbursement entry – online
- ✔ Document library
- ✔ Online flexi benefit plan (FBP) declaration
- ✔ Online tax calculator
- ✔ Quarterly and annual income tax return processing and filing
- ✔ F & F settlement process

What we provide for employer

- ✔ Standard reports journal vouchers, bonus report, customized reports if required
- ✔ Investment proof verification – online
- ✔ Variance reconciliation report
- ✔ Form 24Q (quarterly and annual)
- ✔ Online document upload and download
- ✔ Generic announcements through portal & birthday notification
- ✔ Form 16 / 12BA with digital signature



END-TO-END PAYROLL SERVICES

Process



- ✓ Clearly defined SLA's provide highest levels of clarity to timelines
- ✓ Standard operating procedures to enable process - oriented deliveries rather than being people - dependent
- ✓ Inbuilt work flow with high level of automation on the self service portal to enable approval mechanism on components such as reimbursements, etc.
- ✓ Pre & Post process audit done by an independent audit team to maintain quality multi level process checks to mitigate errors

Payroll Engine



- ✓ Supports different types of industry pay structures
- ✓ Supports dynamic component creation
- ✓ Can handle multiple salary revisions
- ✓ Output in bank uploadable formats
- ✓ Multiple hierarchy set-up

Data Security



- ✓ SSAE 18 type II payroll process through
- ✓ Internet access / printer access denied to processing systems
- ✓ System disabled for any external devices
- ✓ Dedicated client specific email id's for communication
- ✓ Automatic timed screen savers

COMPLIANCE MANAGEMENT



Shops and establishment act

- ✓ Maintenance of registers – physical and digital
- ✓ Preparations and submissions of periodical returns
- ✓ Liaison with local labor departments
- ✓ Inspection assistance
- ✓ Abstracts notice displays
- ✓ Holiday list – prepare and display
- ✓ CLRA compliances – principal employer related
- ✓ All enactments covered – Payment of wages, bonus, gratuity, apprentices, maternity
- ✓ Benefits, sexual harassment, employee compensation, national and festival holidays acts



Contract labor regulation & abolition act (CLRA)

- ✓ Establish vendor compliance
- ✓ Factory contractor compliance
- ✓ Building and other construction worker compliance
- ✓ Maintenance of registers – physical & digital
- ✓ Project contractor compliance (client engaged as contractor at various project sites)
- ✓ Umbrella contract for contractors (end to end service)



One time services / single window clearance

- ✓ Factory Set-up with all the registration and License
- ✓ Registration and renewals of licenses
- ✓ PF / ESI, PoSH act and other statutes



Payroll compliance

- ✓ PF / ESI / PT / LWF management
- ✓ Validations of registers – computations
- ✓ Remittances of cheques
- ✓ Processing and submissions of forms post validation
- ✓ Liaison with labour department
- ✓ Preparation of online data and generation of challan



Factory compliance management

- ✓ Preliminary audit – greenfield & existing – any industry
- ✓ Registration
- ✓ Register maintenance, inspection assistance
- ✓ Onsite resource to support day to day operations
- ✓ Employee queries addressed in factories – labor union issue resolution
- ✓ Legal cases – answering notices and liaison with the labor department for smooth closure

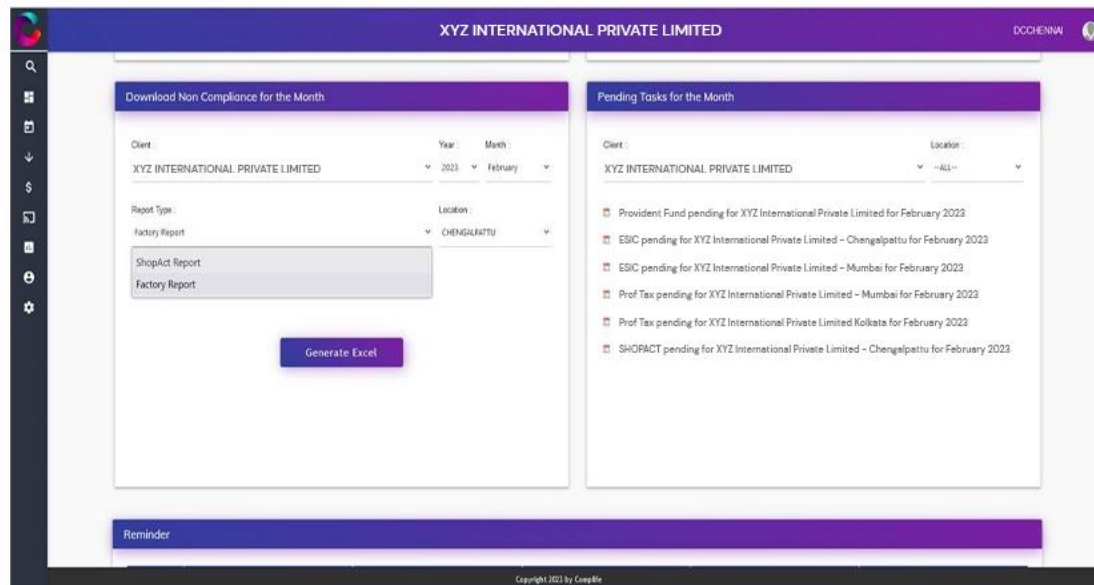
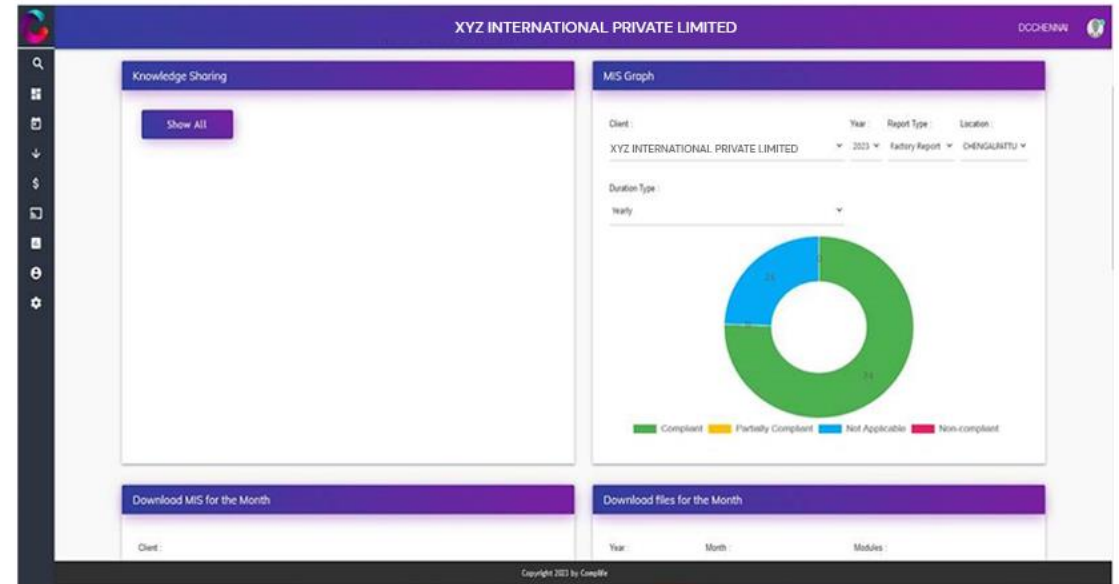
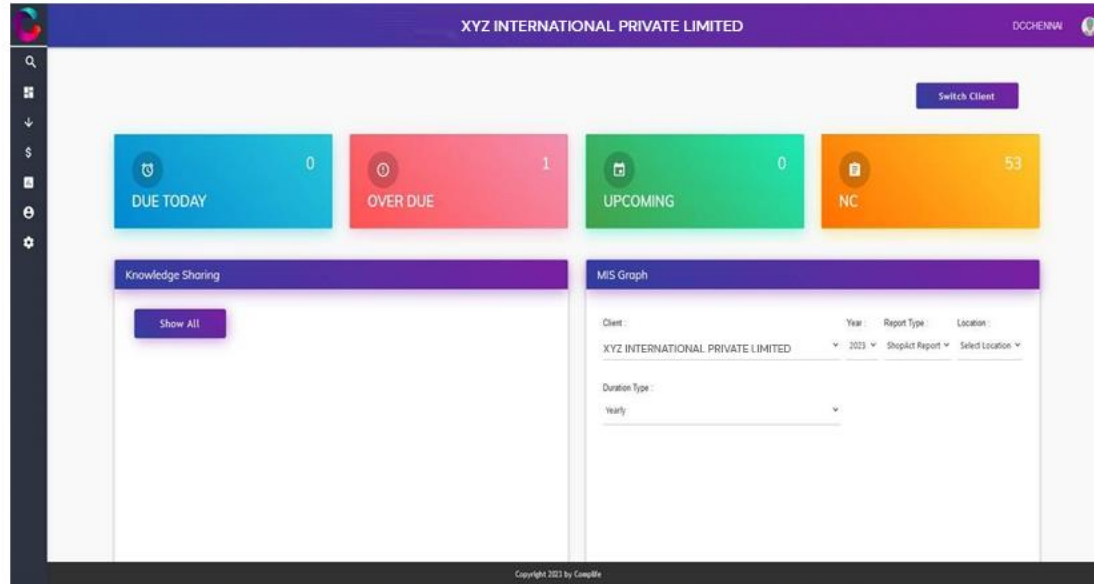


Other compliance management

- ✓ Start-up compliance set-up and assistance
- ✓ Audit services on periodical
- ✓ BOWC – Building and other construction worker compliance
- ✓ Greenfield project compliance

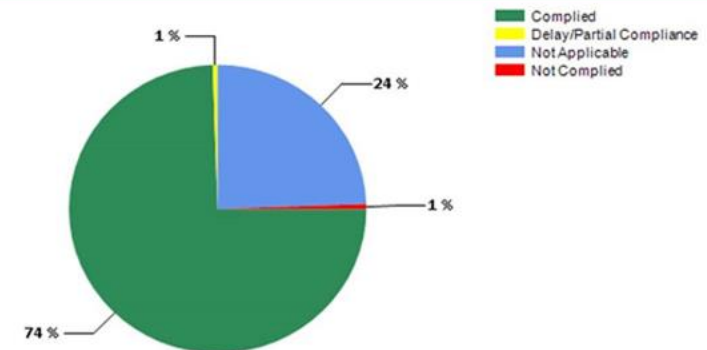
COMPLIANCE PORTAL

for organizations



	Complied	Delay / Partial Compliance	Not Complied	Not Applicable	TOTAL
%	74	1	1	24	100
	140	1	1	46	188

XYZ INTERNATIONAL PRIVATE LIMITED - COMPLIANCE STATUS - February - 2023



STAFFING SOLUTIONS

Holistic view of staffing



Associate benefits

- ✓ EPIC (Employee personal information centre)
- ✓ GPS Attendance modules on smart phones
- ✓ Insurance – ESIC, medical insurance, accident insurance
- ✓ SMS alerts
- ✓ Call back service and toll free number



10 ROs to support

- ✓ Head quartered in chennai with regional offices in Mumbai, Delhi, Kolkata, Bangalore, Hyderabad, Trichy, Ahmedabad, Kochi, Chandigarh and Pune



Value added services

- ✓ Dashboard for the client – MIS, invoice
- ✓ Digital library – joining kits, portal and mobile app
- ✓ QMS (query management system)for associates & clients need to be Hilted
- ✓ Project based staffing solutions on short – term basis



Pre & post recruitment

- ✓ Validated processes and assessments for recruitment
- ✓ Joining formality
- ✓ Issuance of offer letter & appointment order
- ✓ Issuance of ID card, ESIC card, uniform



Temp recruitment

- ✓ Dedicated and experienced teams for temp recruitment at all locations – Pan india with skills for local hiring



Payroll & compliance

- ✓ Payroll & tax process
- ✓ Statutory compliance – CLRA
- ✓ Reimbursement process
- ✓ Full & final settlement process

IT STAFFING

TalentPro, with over a decade of experience in IT staffing, provides comprehensive solutions to help you find the right candidates from our extensive database. Augment your IT team with our one-stop solution and gain an edge in the rapidly evolving market. With a rich pool of bench candidates and a dedicated team of over 120 IT recruiters, TalentPro is your go-to resource for all your core IT staffing needs.

Expert IT Recruiters at Your Service

- ✓ Experienced IT Recruiters
- ✓ Deep Industry Knowledge
- ✓ Extensive Candidate Network
- ✓ Talent Acquisition Experts
- ✓ Skill Assessment Specialists
- ✓ Thorough Screening Process

Tailored Solutions for Your Organization

- ✓ Customized IT Staffing Solutions
- ✓ Long-Term Goal Alignment
- ✓ Rigorous Screening Process
- ✓ Skill Assessment and Evaluation
- ✓ Thorough Background Checks
- ✓ Continuous Support and Adaptability

Beyond IT Staffing : Comprehensive HR Solutions

- ✓ Payroll Management
- ✓ Compliance Assistance
- ✓ Talent Management
- ✓ Workforce Planning
- ✓ HR Consulting Services
- ✓ Employee Benefits Administration
- ✓ Performance Management
- ✓ Training and Development Programs
- ✓ HR Policy Development

Unlocking the Power of Bench Candidates

- ✓ Skilled Bench Candidates
- ✓ Immediate Resource Allocation
- ✓ Pre-Screened Talent Pool
- ✓ Flexibility and Scalability
- ✓ Quick Fill for Temporary Roles
- ✓ Reduced Time-to-Hire

TalentPro for Your Core IT Staffing Needs

- ✓ Quick Turnaround Time
- ✓ Dedicated team of over 120 IT recruiters
- ✓ Access to Top IT Talent
- ✓ Dedicated Account Management
- ✓ Long-Term Partnership for Success
- ✓ Extensive Industry Expertise

NAPS – APPRENTICESHIP IMPLEMENTATION

Discover the TalentPro advantage and unlock the potential of NAPS today. Our team at TalentPro understands the unique challenges faced by organizations when it comes to talent acquisition. We go beyond traditional recruitment methods by leveraging the power of NAPS to offer a holistic solution. By partnering with us, you gain access to a network of highly motivated candidates who are ready to learn, grow, and make a meaningful impact in your industry.

Why Choose NAPS?

- ✔ Skilled talent acquisition
- ✔ Cost-effective solution
- ✔ Customized skill development
- ✔ Government support and incentives
- ✔ Boost productivity and efficiency
- ✔ Future-ready workforce
- ✔ Industry-relevant training
- ✔ Enhanced employee retention
- ✔ Access to fresh perspectives
- ✔ Competitive advantage



Unlock the power of NAPS today!

Step into the future of talent acquisition and development. Embrace NAPS and unlock your organization's full potential. Gain skilled talent, boost productivity, and stay ahead of the competition.

RECRUITMENT AND EXECUTIVE SEARCH



Database

- ✓ Our database holds over 10 lakh candidates which makes it possible for a quick turnaround time for client's requirement

Strategize

- ✓ Analyse the client requirements
- ✓ Strategize on necessary actions to be taken
- ✓ Optimize the process to minimize response time

Assessment

- ✓ Assess the candidate pool to find the best match based on job specification
- ✓ Candidates are given a brief about the company and job profile and screened
- ✓ Written test / telephonic round conducted and short listed applicants sent to the client for next level interviews

Selection & placement

- ✓ Face to face interview with candidate
- ✓ Reference checks, job offer & placement

Key strengths

- ✓ Worked with over 1200+ organizations experienced and specialized head hunting team with over 15+ years of experience



Compensation and benefits structuring

Comp & Ben structure and benefits evaluation, proposal basis industry best practices and legal requirements



Performance management

Critical analysis of appraisal systems and procedures, provisioning for additional / customised / new requirements



Diversity & inclusion

Institutionalising diversity & inclusion highlighting the need and its nuances for business advantage



HR policies

Developing workplace policies and procedures / evaluation of existing policies and aligning as per industry and legal requirements



Employee engagement

Explore tenable methodologies to engage employees in various scenarios, customising as per organisational requirements



Training

Building in vitality via development of human resources utilising an amalgam of training methodologies



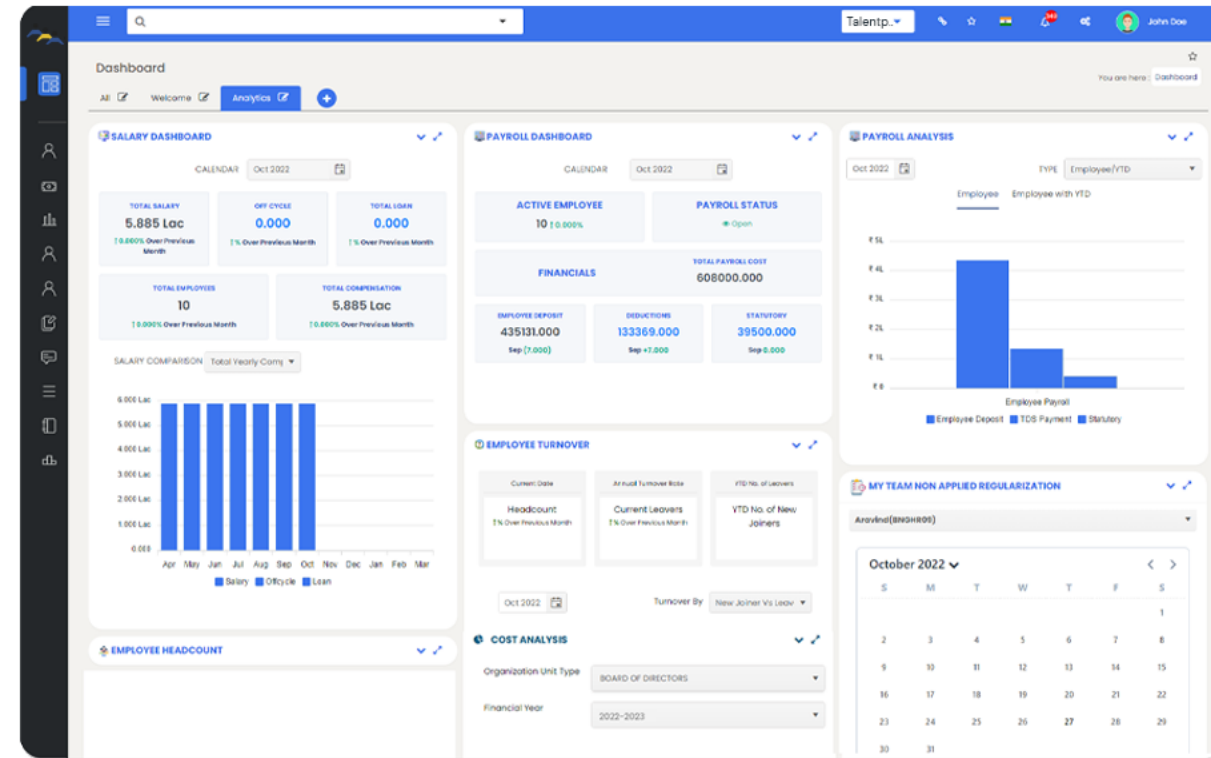
Your partner for process efficiency



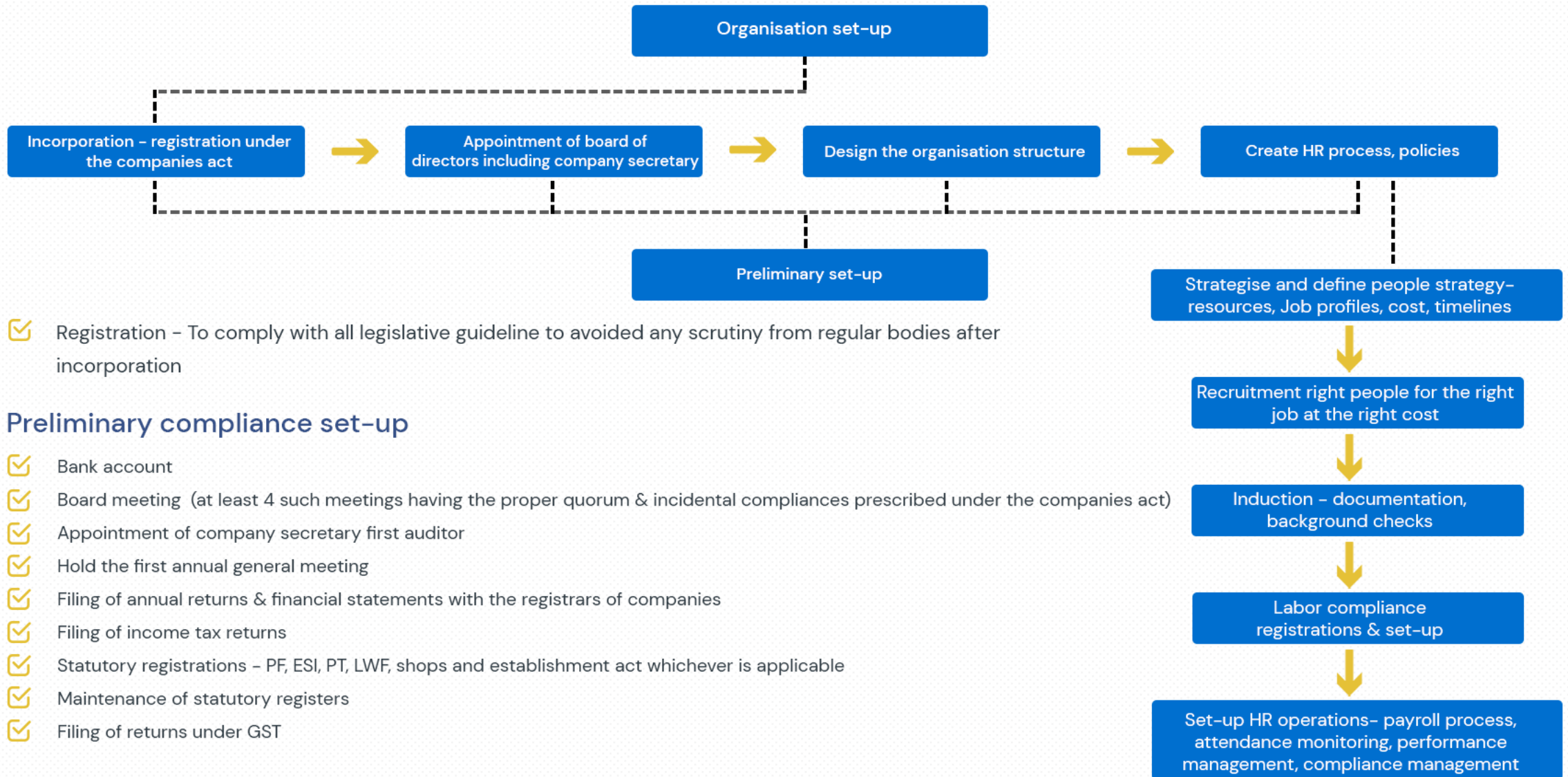
Our internally developed HRMS / HCM application helps in managing and providing real time information to HR managers, Business heads and payroll professionals.

We help you in achieving operational efficiencies and strategic goals

Improves employee self service and reduces HR intervention saving time and money for the organisation



AARAMBHPRO SOLUTIONS TO START-UP



- ✓ Registration - To comply with all legislative guideline to avoided any scrutiny from regular bodies after incorporation

Preliminary compliance set-up

- ✓ Bank account
- ✓ Board meeting (at least 4 such meetings having the proper quorum & incidental compliances prescribed under the companies act)
- ✓ Appointment of company secretary first auditor
- ✓ Hold the first annual general meeting
- ✓ Filing of annual returns & financial statements with the registrars of companies
- ✓ Filing of income tax returns
- ✓ Statutory registrations - PF, ESI, PT, LWF, shops and establishment act whichever is applicable
- ✓ Maintenance of statutory registers
- ✓ Filing of returns under GST

TALENTPRO SRI LANKA



Payroll Services

- ✓ Managed by world - class expertise team
- ✓ Partnership with KPMG
- ✓ Clearly defined processes and SLA's



Search & Selections

- ✓ Large talent acquisition team
- ✓ Exhaustive candidate pool
- ✓ Access to customised & industry



Compliance

- ✓ Establishment compliance
- ✓ Factory compliance
- ✓ Payroll compliance
- ✓ Contract labour management
- ✓ BOCS & audit services



Staffing

- ✓ Experienced recruitment team for sourcing, evaluating, selecting
- ✓ An established database of resources
- ✓ Complete compliance management
- ✓ Proven computerised systems that are designed to reduce human error

TalentPro is also at Sri Lanka

We have now extended our wings in Sri Lanka to provide end to end HR solutions with inherent strengths in search & selections, payroll, end to end compliances and training. we integrate our service offerings to most of our clients and challenge the traditional paradigms of compliance management, adhering to 100% compliances.



The key Differentiator

IT infrastructure

- 400 Mbps leased line internet connectivity
- Backup internet line
- Dedicated high end servers
- Centralised data storage



Tech controls

- Secured data center
- SSL for web and email servers
- Restricted access in terminal servers for RDC users
- Well defined production / test environment
- Regular monitoring of user web activities through



Business continuity & planning

- Policy on business continuity
- Classified disaster levels
- Clear action plan
- Core team to handle the event
- Mock training



Disaster recovery

- 100% Power backup
- Real time replication to azure
- Data backup outside premises
- Business continuity teams at Bangalore, Delhi & Mumbai
- Backup storage and accessibility : Daily, weekly, monthly and yearly



INDUSTRIES WE SERVE

- ✓ IT/ITES
- ✓ MANUFACTURING
- ✓ ENGINEERING
- ✓ TELECOM
- ✓ PHARMA



- ✓ OIL&GAS
- ✓ MEDIA
- ✓ FMCG/BFSI/PAINTS
- ✓ BPO/KPO
- ✓ RETAIL



- ✓ AUTOMOTIVE
- ✓ RETAIL
- ✓ INFRASTRUCTURE
- ✓ LOGISTICS



- ✓ CONSTRUCTION
- ✓ HOSPITALITY
- ✓ ELECTRICAL & ELECTRONICS

OUR PRESTIGIOUS CLIENTS

TESTIMONIALS

" TalentPro has been outstanding to work with, and they understand what we are trying to accomplish "

- HR Manager

Leading FMCG Company

" We hired TalentPro to assist us in compliance management. We are very satisfied with the services provided by TalentPro. Our partnership has been a great success "

- Chief Human Resource Officer

Leading Pharma Company

" We have been working with TalentPro as our outsourced payroll partner for over a year now and we continue to be extremely satisfied "

- Deputy Director legal and payroll

Leading Manufacturing Plant

STAY IN TOUCH WITH US



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Contact

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Other Locations

Bangalore, Delhi, Hyderabad, Kolkata, Mumbai, Pune,
Trichy, Chandigargh, Ahmedabad and Kochi





Thank You

