# WEBINAR: How to Set Up a Local Manpower Business



## Overview

The manpower service industry is a growing business with many companies looking for qualified personnel to assist their operations.

## Objective

• To enable the participants to have knowledge on how to start a manpower service business.

### Who Should Participate

• Those who want to put up their own local manpower business.

## **Key Topics**

- I. Business Registration
- Single Proprietorship / Corporation
- II. Employment Requirements
- III. Steps in Manpower Recruitment
- IV. Prospect Market Classification
- Upper Level / Middle Lever / Lower Level
- V. Target Personnel
- Office Services / Utility Services / Manufacturing Services
- VI. Marketing Strategies
- VII. Billing , Collection and Payroll Practices

VIII. Government Remittances- (Employer -Employee Share)

- SSS, ECC, Phil Health, Pag-ibig Contributions
- IX. Marketing Steps- (Start to End Process)
- X. Organizational Set-Up
- Personnel Staffing / Office Required / Logistics
- XI. Computation on Days Work
- Five (5) days a week work / Six (6) days a week work

XII. Cost Breakdown Presentation

- Payable to Employee
- Payable to Government
- Due to Manpower Agency
- Payment to BIR



#### Duration

3 hours

#### Webinar Fee

 Php 1,750.00 per participant (inclusive of e-Handouts and e-Certificate) to be paid at least 3 banking days before the event

#### Requirements

#### Reservation

• Please call to register (0915.205.0133|0908.342.3162 | 0933.584.7266|(02) 8.727.5628) or use the registration form below. Kindly fill-out and email to businesscoachphil@gmail.com. You will receive a confirmation within 48 hours.

#### Mode of Payment

• Deposit/Transfer cash payment to Banco de Oro:

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• Kindly email deposit slip or screen capture of payment details (indicate name of participant and seminar title) to confirm reservation.

- Mobile phone, tablet, computer or laptop
- Download free ZOOM app
- Internet connection
- Good audio connection

#### Register Now! (Limited Slots Available)



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