



YOUR TRUSTED HR PARTNER IN MYANMAR

www.tophrmyanmar.com

MYANMAR'S LEADING PROVIDER OF
RELIABLE AND COMPLIANT HR SOLUTIONS



Message From CEO

Welcome to TOP HR Solutions

We at TOP HR Solutions are passionate about empowering businesses and individuals in Myanmar to reach their full potential. Since our inception in 2014, we have been dedicated to providing comprehensive and innovative HR solutions that address the evolving needs of the unique Myanmar market.

Our journey began with a commitment to excellence, offering a wide range of services to foreign investment firms and joint venture businesses. Over the years, we have consistently expanded our expertise, establishing Myanmar Career Bridge Academy in 2015 to nurture future HR leaders through tailored training programs.

Recognizing the critical importance of legal compliance, we published "Compendium of Myanmar Labour Laws" in 2019, a significant contribution to the HR community in Myanmar. This comprehensive book, approved by the Ministry of Labour, serves as a valuable reference for anyone dealing with Human Resources Management.

Building on this success, we published the "Labour Law Compliance Auditing (2020) Self-Assessment Guide" in both Myanmar and English. This user-friendly guide empowers employers and HR personnel

to conduct self-audits of their HR processes to ensure compliance with relevant regulations.

Furthermore, we published "Myanmar Labour Laws and its related rules & regulations," providing a comprehensive resource that includes policies, rules & regulations, and procedures related to human resources management for easy reference and implementation.

At Top HR Solutions, we believe that a thriving workforce is the foundation of a thriving nation. We are committed to supporting businesses in creating positive and productive work environments that foster employee engagement and drive sustainable growth.

We are optimistic about the future of Myanmar and are dedicated to playing a vital role in its economic and social development. We invite you to partner with us as we navigate the challenges and seize the opportunities that lie ahead.

Sincerely,

Maw Maw Tun

Chief Executive Officer

TOP HR Solutions Co., Ltd.



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TOP HR At A Glance

TOP HR Solutions, founded in December 2014, is Myanmar's premier human resource consultancy firm, delivering comprehensive HR solutions to both local and international clients. Our expertise spans HR consulting, outsourcing, recruitment, training, and advisory services, with a strong emphasis on employment law compliance and workforce readiness.

What sets TOP HR Solutions apart is our synergistic approach, leveraging key partnerships and dedicated platforms to provide end-to-end HR

support. Through Myanmar Career Bridge Academy (MCBA), we help produce skilled, job-ready workers, ensuring clients have access to a highly competent talent pool. Our TOP HR Publishing House serves as a knowledge hub, offering HR-related legal resources, compliance guides, and regulatory updates that equip businesses with essential insights.

With a deep understanding of Myanmar's labour laws and regulatory framework, we specialise in delivering expert guidance to help our

clients maintain full compliance with local regulations. Our highly experienced team combines extensive knowledge of the regulatory landscape with a thorough grasp of local market dynamics, enabling us to deliver tailored solutions to from local conglomerates, MSMEs to MNCs, INGOs, UN agencies. We are committed to supporting our clients in navigating Myanmar's complex regulatory environment, ensuring compliance, fostering productive workplace cultures, and enabling smooth HR operations and management across all business activities.



Our Vision

To be Myanmar's leading provider of reliable and compliant HR solutions, empowering businesses and international organizations to achieve success while fostering positive workplace cultures.

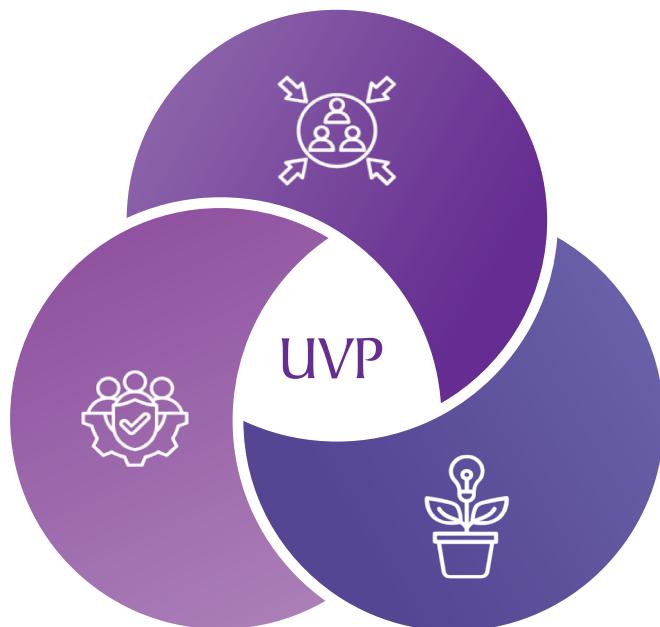
We aim to inspire meaningful transformation, support sustainable growth, and contribute to a thriving business ecosystem in Myanmar and beyond.



Our Mission

Our mission is to be trusted partners in driving organizational excellence and advancing performance through innovative HR practices. We are committed to fostering a culture of continuous improvement that aligns with our clients' strategic goals. At TOP HR Solutions, we deliver expert HR services to help businesses navigate Myanmar's regulatory landscape, ensure compliance, and build high-performing, harmonious workplaces.

Our Core Value



Our Unique Value Proposition (UVP)



Integrity & Compliance

We uphold the highest ethical standards and ensure businesses stay fully compliant with Myanmar's labor laws, fostering trust and stability.



Empowering through Client-centric Approach

We embrace modern HR approaches and tailor solutions to meet the evolving workforce challenges in Myanmar's dynamic business environment.



Innovation & Adaptability

We empower organisations with customized HR strategies, talent solutions & leadership development, always putting clients at the center to drive long-term success.

BRAND PROMISE

Ensuring compliance, building skilled workforces, and providing HR solutions that empower businesses to thrive.

Our Milestones

2015



Growing Stronger

Launched **Myanmar Career Bridge Academy**

- HR Management Training
- UK Diploma Programs

The Beginning

Founded TOP HR and launched our first HR services.

Game-Changer

Introduced Myanmar's **First Labour Law Training** — a breakthrough for the HR industry.

2017



New Horizons

Founded **TOP Publishing House** for HR-focused publication

Expanded to **two training campuses**.

Received official **Recruiting Agency License**.

2016



Rapid Growth

Reached **1,000+ HR & Labour Law trainees**.

Surpassed 100 corporate clients.

2018



Industry Impact

Published **Myanmar's first complete Labour Law book**.

Bestseller in 1 week – 3,000 copies sold.

2019



2022

Compliance Pioneer

Released Labour Law Compliance Self-Assessment Guide.

Again a **bestseller** with 3,000 copies sold in first week.



2025

Expanding into Garment Industry

Became leading HR compliance consultant for Myanmar's garment sector.



Long-Term Partnerships Begin

Signed first **long-term service agreements** with MNCs and banks.

2021



2023

Global Trust

Secured long-term service agreements with INGOs & UN agencies.



Why TOP HR Solutions is the Best Choice?

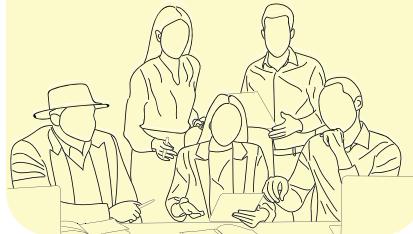
Dynamic Team, Deep Expertise

Our team comprises seasoned HR professionals, retired high-ranking officials, and labor law experts. With a proven track record in government, local, and international organizations, we deliver forward-thinking strategies and innovative solutions tailored to complex HR challenges. We are your trusted partner for achieving organizational excellence.



Uncompromising Quality

We are committed to delivering excellence. Backed by a team of uniquely skilled professionals, we provide tailored HR solutions and recruitment services designed to meet your organization's specific needs. Our focus is on measurable results and elevating your operations to the next level. Quality is not just our promise—it's our standard.



Initiative and Leading HR Services Provider

Staying aligned with global HR trends, we have introduced groundbreaking initiatives:

- The first to publish the Compendium of Myanmar Labour Laws.
- The first to develop the Labour Law Compliance Auditing (Self-Assessment Guide).
- The first to conduct specialized labour law courses.
- These pioneering efforts demonstrate our commitment to setting new benchmarks for HR excellence in Myanmar.





Our Service

TOP HR is providing the following HR services in Myanmar since 2015.



HR CONSULTING SERVICES

- ▶ Advisory Service on Employment Laws
- ▶ HR Process Auditing
- ▶ Labour Law Compliance Auditing
- ▶ Preparation for HR Due Diligence



HR OUTSOURCING SERVICES

- ▶ HR Management Outsourcing
- ▶ Payroll Outsourcing
- ▶ Training Outsourcing
- ▶ Employee Outsourcing / Secondment Service



RECRUITING SERVICES

- ▶ Recruiting Agency Service (Talent Search)
- ▶ Executive Search (For Higher Level Position)
- ▶ Recruitment Process Outsourcing Service (RPO)
- ▶ Selecting Consultant Service



PUBLISHING & PRINTING SERVICES

- ▶ Custom-designed T-shirts & Polo Shirts to unite and empower your team.
- ▶ letterheads, company profiles, reports, and handbooks that leave a lasting impression.
- ▶ Branded umbrellas, bags, mugs, bottles, pens, USB drives, and more—keeping your business in the spotlight!



TRAINING SERVICES

- ▶ Applied Myanmar Labour Laws Training
- ▶ HR for Non-HR Manager Training
- ▶ Personal Income Tax Training (PIT)



HRIS SOFTWARE SOLUTIONS (PEOPLE MANAGER SOFTWARE)

- ▶ HR Module
- ▶ Attendance Module
- ▶ Payroll Module
- ▶ Recruitment Module

Our greatest strength lies in the seamless integration of our three specialized businesses. MCBA Vocational Training Center delivers a pipeline of highly skilled, job-ready professionals, while TOP Publishing House provides the critical legal and HR compliance knowledge which businesses need to operate confidently. This powerful combination creates TOP HR Solutions as a one-of-a-kind ecosystem where top talent acquisition, expert regulatory guidance, and strategic HR solutions converge.



HR Consulting Services

Our team of skilled HR management experts provide tailored HR solutions for businesses in Myanmar, ensuring full compliance with local regulations and navigating personnel challenges with ease. Our services include policy reviews, contract development, employee handbook creation, and expert guidance for all stages of your business growth.



HR Auditing Services



HR Due Diligence Service



Compliance Auditing Service



Organizational Development Service



Exit Management for Growth



Advisory Service on Employment Laws



HR Outsourcing Services

As your company grows, managing HR can become a time-consuming burden. Outsource your HR to TOP HR Solutions and unlock valuable time for strategic initiatives. We handle the day-to-day tasks, allowing you to focus on what matters most: growing your business.



HR Management Outsourcing



Employment Outsourcing



Training Outsourcing



Payroll Outsourcing

Why Partner With Us?

- Reduced administrative burden
- You can focus on your core business and prioritise growth and innovation.
- Improved Efficiency and productivity
- Reduced risk of non-compliance
- Cost saving while maintaining high-quality HR management.
- Streamlined Processes due to the systematic HR recording, reporting, and operational efficiency.



Recruiting Services

We offer tailored recruiting solutions to help businesses find the right talent for temporary, permanent, or executive roles. Our experienced HR team utilizes advanced sourcing techniques and a vast network to deliver top candidates who align with your company's culture and goals. We focus on quality, efficiency, and long-term success, ensuring the perfect fit for your team.



Recruiting Agency Service



Recruitment Process Outsourcing (RPO)



Selection Consultant Service



Executive Search Service



Training Services

In today's fast-paced business environment, staying ahead requires more than just strategy—it demands a well-trained workforce ready to adapt and excel. That's where we come in.

Our dynamic training solutions are designed to meet the unique needs of your business, delivered by seasoned professionals right at your preferred location. Whether it's upskilling your team or fostering stronger collaboration, we've got you covered.



Online Trainings



Corporate Trainings



Managing Team Building Activities

What we offer:

Customed Corporate Training Programs

Management Team Building Activities

Online Trainings (Coming Soon)



Publishing & Printing Services

At TOP Publishing & Printing Service, we bring your brand to life with high-quality, customized solutions! Whether you need sleek corporate uniforms, professional business essentials, or standout promotional items, we've got you covered—all in one place!



Custom-designed T-shirts & Polo Shirts to unite and empower your team.

High-quality business cards, letter-heads, company profiles, reports, and handbooks that leave a lasting impression.



Branded umbrellas, bags, mugs, bottles, pens, USB drives, and more—keeping your business in the spotlight!



HRIS Software Solutions (People Manager Software)

We offer scalable HRIS solutions that automate HR tasks, centralize data, and support smarter, faster workforce decisions.



HR Module



Attendance Module



Payroll Module



Recruitment Module



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