

Onboarding at Agile

## About **Us**

Agile is a HR-Tech company empowering businesses of all sizes to manage their global teams seamlessly through Agile Hero, innovative Global Employment Platform. Agile Hero's powerful features, including Employer of Record (EOR), Global Payroll, and Global Mobility, companies can navigate the complexities of international employment effortlessly.

## **Useful** Links

<u>Country Explorer</u> Hero platfrom <u>Emergency numbers</u>

# Contact Us

Website www.agilehro.com

Email support@agilehro.com





l'm Edden, your dedicated **Customer Success Manager** here at Agile.

My main responsibilities include building strong relationships with our clients, providing topnotch support, and exceeding your expectations.

I'm your **go-to person** for any questions, concerns, or feedback you may have. I'm committed to helping you achieve your goals and making sure you have a **seamless experience** with us.

Welcome aboard, and I'm excited to work with you!

Your People Hero Onboarding at Agile

### Bank and Payroll Matters

Opening a local bank account is highly recommended for all employees. This is to ensure that you get paid correctly and on time. We will assist in providing recommendations should you need to open a local bank account.

### Salary Information

#### • Fixed salary employee:

1st till the end of the month – Salary is credited by the **25th** of every month

#### • Daily rated employee:

1st till the end of the month – Salary is credited by the **7th** of the following month

### Tax Matters

- All employees in Singapore will have their income submitted to IRAS by Agile via the Auto Inclusion Scheme. This will happen from the 1st Jan till 28th of Feb
- 1st of March till 18th of April will be the **tax return** filling to be done by the employee using their **SingPass** profile.

The taxes will vary based on the income assessable. For more information, you may visit <u>https://www.iras.gov.sg/.</u>

### Any other Questions & Support

support@agilehro.com

### **Insurance** Coverage

We got you covered! We will send you details of your insurance coverage separately.

