



SERVIAP  
GLOBAL  
Expand Globally, Work Locally

# Expand Globally, Work Locally



## Who we are

Serviap provides cutting-edge solutions in Personnel Administration.

We work hard to maintain high quality standards in the processes of our organization that are accepted globally

- More than 15 years in the national and foreign market
- Personnel Management with Global Quality
- International PEO services
- Innovation in Payroll Services and Human Capital
- Coverage in more than 185 countries through our 25 expert business partners in HR

### INDUSTRIES

- • • • • Automotive
- • • • • Textile
- • • • • IT & Telecom
- • • • • Construction
- • • • • Oil & Gas
- • • • • Retail
- • • • • Aerospace



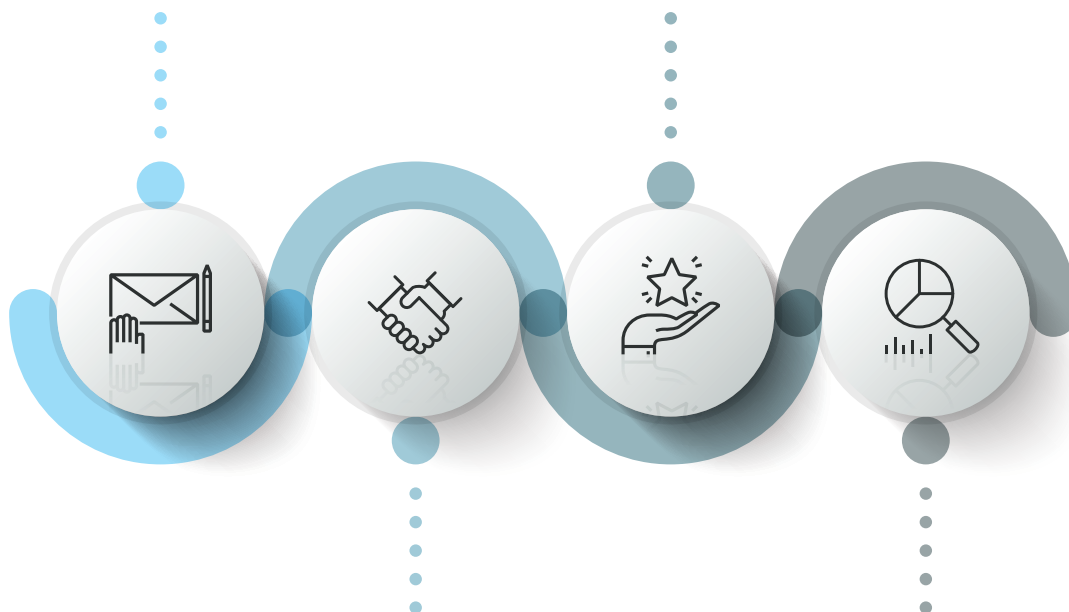
# Professional Employer Organization (PEO)

With our PEO service we become Strategic Partners of your business, by taking the responsibility of activities involved in Personnel Administration, allowing you to hire locally without the need to open a branch, with the objective of increasing the added value of your operations.

Your Human Capital is managed by a total model of employment through our company, where we take charge of granting legal and superior benefits and incentives according to the needs of your organization.

Generation of temporary /  
Permanent contract

Payroll process and benefits /  
Personalized attention to each client



Hiring your talent through  
our company

Periodic report to client collaborator /  
Client web platform operations

### **Companies utilizing a PEO grow 7 - 9% faster**

Businesses without a PEO service tend to grow slower, so it is expected for our clients to grow faster, have lower rates of employee turnover and have higher rates of business survival than other comparable businesses.

### **HR is taken off your plate**

We shoulder all your HR-related responsibilities so you can focus on your business operations.

### **Competitive benefits and health insurance**

We offer affordable benefits and insurance coverage for our customers.

### **Liability assurance**

You will have access to licensed HR professionals and attorneys that can help mitigate your employment-related risks.

## **PROCESSES**

- Recruitment
- Travel expenses / Refunds
- OnBoarding / OffBoarding process
- Work tools
- Local and Federal Taxes
- Migratory processes
- Performance evaluations
- Socioeconomic studies

## **BENEFITS**

- Savings in resources in Administrative activities, Training & Infrastructure
- Attention and solution to the staff needs
- Solution and incidents in less than 24 hours
- 100% tax deductible service
- Unlimited contracting capacity
- Recruitment and staff selection
- Solution to labor conflicts
- InCloud Platform (View Personnel File and capture Incidents online)

# How does it work?

## 1 SET UP

We prepare job offer and labor contract

## 2 ONBOARDING PROCESS

We enroll the candidate in front of local government entities and Nyrhcloud®, a HRM software which enables our customers to have access to their employees information, payroll information and reports 24/7

## 3 ONGOING PROCESS

Solve questions from Employer / Employee Calculate Payroll and payment on time We advise with local HR expertise

## 4 TERMINATION

Whenever an employee or employer decide to terminate the labor relationship, we assist to get the best resolution for both parties and advice to employer according local labor laws

### ADDITIONAL BENEFITS

We can assist to provide:

- Private Medical Insurance
- Life Insurance
- Car Leasing
- Office Leasing
- Mobile
- Work tools
- Visa Sponsorship

With our international PEO model we help companies to expand their operations globally, having a single point of contact for one or multiple countries, taking away the paperwork and time-consuming process for establishing a legal entity and start operations anywhere they need.

## Who should use an international PEO?

Traditionally, companies had to open a legal entity / branch to support their international expansion, nowadays it's no longer necessary for every case. Small and Medium size companies are looking to expand their operations overseas which helps them boosting their growth. Whether to reduce costs when expanding their company or shoring up their operation capabilities, our services help our customers to meet their goals.

**We take care of your talent while you grow your business.**



## What distinguishes us?

In SERVIAP we value what is important for your organization, so we maintain a continuous and close communication with each of our commercial partners through executives and account managers.

It is essential to understand and meet each of the needs of your organization in a personalized manner, in order to simplify processes and maintain a high quality in our services.

### **SERVICE**

We distinguish ourselves by generating certainty, trust and synergy to your organization through Personalized Attention, Structured Processes and Technology that meets your needs.

### **FOCUS**

We define Processes, Regulations and Activities that are essential variables for the correct operation of your organization.

### **LEGALITY**

Our processes comply with the regulations in each country, which are periodically audited by globally recognized accounting firms.

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**Click here to contact us** to receive free advise about the best PEO strategies SERVIAP has to offer.

[www.serviapgroup.com](http://www.serviapgroup.com)

