

# Top 1

## Overseas Employment Service Co.,ltd



Company Address

Office : No.637/B, Zakwal Blk.EainDar 5th st, North Okkalapa, Yangon

[www.top1myanmar.com](http://www.top1myanmar.com)

Gmail:[top1serviceco.ltd@gmail.com](mailto:top1serviceco.ltd@gmail.com)

Phone : 09-261588208,09-451653997,09799843990,09-787060907

## History of Top 1 Overseas Employment Service Co.,Ltd

Top 1 Overseas Employment Service Co.Ltd is established in late 2016. Specialized is an international workforce solutions provider within the energy, process and infrastructure industries. Today, we had supplied many passionate workers to the industries, factories and constructions in four countries, who need mega human workforce.

## Objective of Top 1

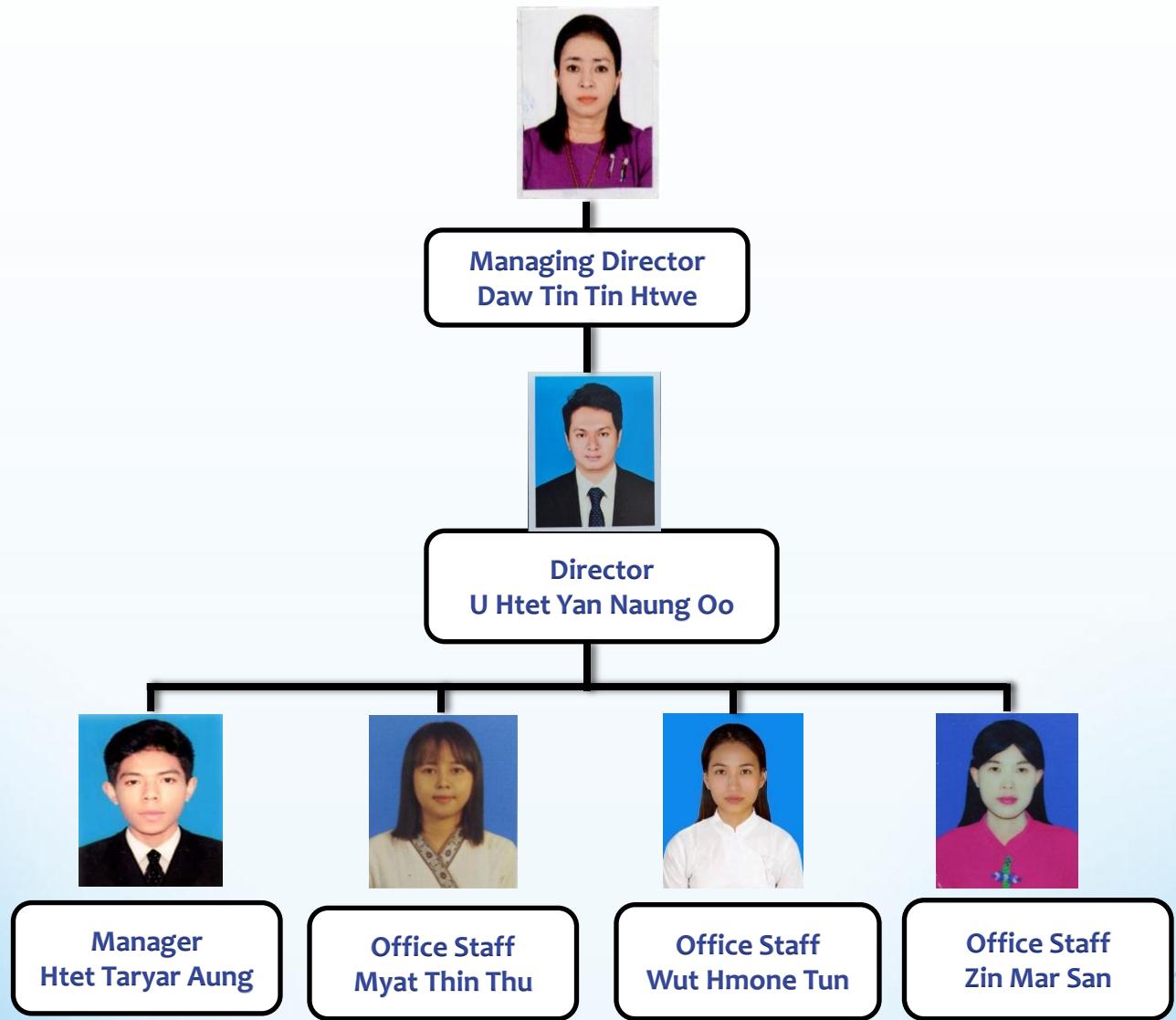
- To provide global overseas employment opportunity for qualified, skilled, trained, sincere and enthusiastic manpower. To make a trustworthy connection between employee and the employer.
- To assist for uplifting country's economic status by providing quality and qualified manpower to the world and helping the government to increase the volume of foreign currency revenue
- To help share, learn and explore further advancement for existing manpower

## Our value

Two sided benefits – providing quality employees to the employers, as well as the employees gain their work based knowledges and income which they can benefits from the industries they work.



# ORGANIZATION CHART



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## Yearly Seanding Worker`s List

No	Year	Malaysia	Thailand	Total
1	2017-2018	70	-	70
2	2018-2019	300	1500	1800
3	2020-2021	300	201	501

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# Top 1 Overseas Employment Service Co.,ltd



## ကုမ္ပဏီမှတ်ပုံတင်လက်မှတ် Certificate of Incorporation

ထိပ်တန်း ၁ ဝန်ဆောင်ရွက် ကုမ္ပဏီလီမိတက်  
**TOP 1 SERVICES COMPANY LIMITED**  
Company Registration No. 100431297

မြန်မာနိုင်ငံကုမ္ပဏီများအက်ဗေဒ ၁၉၁၄ ခုနှစ် အရ  
ထိပ်တန်း ၁ ဝန်ဆောင်ရွက် ကုမ္ပဏီလီမိတက်  
အား ၂၀၁၅ ခုနှစ် ဒီဇင်ဘာလ ၂၈ ရက်နေ့တွင်  
အစရှယ်ယာအားဖြင့် တာဝန်ကန်သတ်ယား သည့် အများအင့်မသက်ဆိုင်သောကုမ္ပဏီ  
အဖြစ် ဖွဲ့စည်းမှတ်ပုံတင်ခွင့် ပြုလိုက်သည်။

This is to certify that  
**TOP 1 SERVICES COMPANY LIMITED**  
was incorporated under the Myanmar Companies Act 1914 on 28  
December 2015 as a Private Company Limited by Shares.

*[Signature]*

ကုမ္ပဏီမှတ်ပုံတင်အရာရှိ

Registrar of Companies

ရန်ပို့မြို့မြို့မြို့ကုမ္ပဏီများသွေးကြေားမြို့မြို့မြို့

Directorate of Investment and Company Administration



Former Registration No.2956/2015-2016(YGN)



Top 1 Overseas Employment Service Co.,ltd



DIRECTORATE OF INVESTMENT AND COMPANY ADMINISTRATION  
Myanmar Companies Online (MyCO)

Myanmar Companies Online (MyCO)

မြတ်စွာမျက်နှာ MYCO လမ်းအနာဂတ် ကန်တော်မြို့ရာဇ် အကောင်း စနစ်မှတ်တမ်း ဒါန နံပါတ် DAW TIN TIN HTWE - 101810564

ପ୍ରକାଶନ କାର୍ଯ୍ୟାଲୟ



DIRECTORATE OF INVESTMENT AND COMPANY ADMINISTRATION  
Ministry of Finance, Saudi Arabia (MOPA)

Myanmar Companies Online (MyCO)

MYCOsoft - mycobacteriologi - mycoB - e-Symptom [8-8-25] DAWTIN TIN HTWE 10181056

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ကုမ္ပဏီမှ ထုတ်ဝေမည့် အစုရယ်ယာအမျိုးဒေ  
500

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မူရင်းအစုံများ: ပိုင်ဆိုင်လုပ်ငန်းကုန်တို့အတော်	မူရင်အစုံများ ပိုင်ဆိုင်လုပ်ငန်းကုန်တို့အတော်	မှတ်ပုံတင်အဖွဲ့ (ရှို့ယွင်)	မြို့ဒီဇိုင်းတည်ထောင်သည့်နေရ
<b>အစုံပို့ယာမဗ္ဗာတည်ရွှေ့ချင်း:</b>			
အစုံပို့ယာ အဖို့အစား သင်္ကာ	အကောင်းပါပ်ပါ အစုံပို့ယာ အဖို့အစားသင်္ကာတယာဘွဲ့ ပါဝ်လွှင် အစုံပို့ယာ အဖို့အစား အမည် အမြှင့်စွာ	စုစုပေါင်း အစုံပို့ယာများ အရေအတွက်	ပေါ်ပါ: အစုံပို့ယာများ၏ စုစုပေါင်းတို့ (ရှို့ယွင်)
ORD	Ordinary	500	5,000,000

# Top 1 Overseas Employment Service Co.,Ltd



The Government of the Republic of the Union of Myanmar

Ministry of Labour

Department of Labour

Overseas Employment Agency Licence for Thailand



Licence No. 147/2019 (Thai)

RENEWED

Date: 30 November 2021

1. The Department of Labour of the Ministry of Labour issues this licence under the Section (14) of the Overseas Employment law, 1999;

(a) Name of Licensee (Myanmar)	:	ဒေါက်တင်ငြေး
	:	( English ) Daw Tin Tin Htwe
(b) Name and Address of Company	:	TOP 1 SERVICES CO.,LTD
	:	No.15, Room 6, Yangon-Insein Road, 9
		Block, Hlaing T/S, Yangon.
(c) National Registration No.	:	12/ Ou Ka Ma (Naing) 036721
(d) Date of Birth (Age)	:	20.8.1971 (50 Years)
(e) Education and Qualification	:	B.A(Myanmar)
(f) Father's Name	:	U Ba Shwe
(g) Address	:	No.15, Room 6, Yangon-Insein Road, 9
		Block, Hlaing T/S, Yangon.
(h) Period of Validity of Licence	:	One Year
(i) Date of issue	:	2 <sup>nd</sup> October 2021
(j) Valid up to	:	1 <sup>st</sup> October 2022
(k) Previous licence No. and issued date	:	147/2019 (Thai) /24.12.2020)

2. The holder of the Overseas Employment Agency Licence shall perform overseas employment services for Thailand in accordance with the Law Relating to Overseas Employment, 1999, as well as rules, regulations, orders and directives issued under this law.



Signature

Name

Designation

Maung Maung Than

Director General

# Top 1 Overseas Employment Service Co.,Ltd



## Licence regulations of Overseas Employment Agencies for Thailand

1. The office or representative of Agency must be in Thailand.
2. At least 300 number of Myanmar workers must be sent to Thailand during license term of one year.
3. The necessary arrangement must be supported to transfer the family remittance of workers from Thailand by legally.
4. It must be secured for agency to contact employer directly and the demand letter must be secured.
5. The expense for local accommodation, food and travel must not be exceed Kyat 150,000 (one hundred and fifty thousand kyats). But only the actual cost of sending workers through Kawthoung and Tachilake by air/sea must be collected.
6. The free suitable accommodation for worker must be provided in Thailand.
7. It must be ensured that the workers can enjoy the benefits and privileges according to Thai Law.
8. The sending Agency to Thailand must pay 5 Million Kyats as a deposit.
9. The Employment condition of workers must be secured the same as the terms and conditions in the Employment Contract such as the workplace, wage, benefits and rights.
10. Any Illegal recruitment and sending workers to Thailand illegally are not allowed.

By Signing, I confirm that I have read and accept the above regulations and I do give a solemn pledge that I will obey the Licence Regulations of Overseas Employment Agency, existing laws and regulations. If one of the board of directors of **TOP 1 SERVICES CO.,LTD** including me violates any of the licence regulations, I have known that on conviction be punished according to the exiting laws and regulations.

Sign

Name	-	Daw Tin Tin Htwe
NRC No.	-	12/Ou Ka Ma (Naing) 036721
Designation	-	Managing Director
Company Address/ Phone No.	-	<b>TOP 1 SERVICES CO.,LTD</b> No.15, Room 6, Yangon-Insein Road, 9 Block, Hlaing T/S, Yangon. Ph: 09-261588208, 09-799843990, 09-787060907, 09-451653997

# Top 1 Overseas Employment Service Co.,Ltd



The Government of the Republic of the Union of Myanmar  
Ministry of Labour, Immigration and Population  
Department of Labour  
Overseas Employment Agency Licence

**RENEWED**

Licence No. 139/2020      Date: 24 December 2020

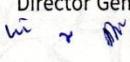


1. The Department of Labour of the Ministry of Labour, Immigration and Population issues this licence under section (14) of the Law Relating to Overseas Employment.

(a) Name of Licensee (Myanmar)	:	ဒေါက်တင်းထွေး
	:	(English ) Daw Tin Tin Htwe
(b) Name and Address of Company	:	Top 1 Services Co., Ltd
	:	No.15, Room 6, Yangon-Insein Road, 9 Block, Hlaing T/S, Yangon.
(c) National Registration No.	:	12/Ou Ka Ma (Naing) 033721
(d) Date of Birth (Age)	:	20.8.1971 (49 Years)
(e) Education and Qualification	:	B.A (Myanmar)
(f) Father's Name	:	U Ba Shwe
(g) Address	:	No.15, Room 6, Yangon-Insein Road, 9 Block, Hlaing T/S, Yangon.
(h) Period of Validity of Licence	:	Two Years
(i) Date of issue	:	6 <sup>th</sup> November 2020
(j) Valid up to	:	5 <sup>th</sup> November 2022
(k) Previous licence No. and issue date:	:	94/2017(16.11.2017), 214/2019 (22.11.2019)

2. The holder of the Overseas Employment Agency Licence shall perform overseas employment services in accordance with the Law Relating to Overseas Employment, 1999, as well as rules, regulations, orders and directives issued under this law.



Signature	
Name	Maung Maung Than
Designation	Director General 

# Top 1 Overseas Employment Service Co.,Ltd



By Signing, I confirm that I have read and accept the above regulations and I do give a solemn pledge that I will obey the Licence Regulations of Overseas Employment Agency, existing laws and regulations. If one of the board of directors of Top 1 Services Co.,Ltd including me violates any of the licence regulations, I have known that on conviction be punished according to the existing laws and regulations.

Sign

-

Name

- တင်နေရွှေ့

NRC No.

- ၂၂၁၃၄၅၆၇၈၀၉၆၂

Designation

- MD

အမှုပါန (အ) ရန်ကုန်တော်းသိန္ဓာလီမာရီ

(အ) ရန်ကုန်တော်းသိန္ဓာလီမာရီ

09 5045413 / 09787060907

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