



penjanakerjaya 2.0
BELANJAWAN
2021

PENJANAKERJAYA2.0

MANUAL PERMOHONAN INSENTIF PENGAMBILAN PEKERJA 2.0

URL: penjanakerjaya.perkeso.gov.my

Terima emel pengesahan pendaftaran.

Kandungan

1. Daftar Masuk
2. Daftar Syarikat
3. Daftar Kekosongan Jawatan
4. Daftar Pekerja
5. Semak Status Permohonan

1. Daftar masuk ke penjanakerjaya.perkeso.gov.my

The screenshot shows the homepage of the penjanakerjaya.perkeso.gov.my website. At the top left, there is a black box containing the text '#PENJANAKERJAYA' and 'BERSAMA MENJANA EKONOMI' with a small note 'MEMPERKUKUH PASARAN BURUH MALAYSIA PASCA COVID-19'. Below this are two buttons: 'REGISTER' and 'LOG IN', both highlighted with red boxes. To the right of the 'REGISTER' button is a green box containing the text 'Bagi pengguna baharu, sila cipta akaun baharu dan daftar masuk.' To the right of the 'LOG IN' button is another green box containing the text 'Bagi pengguna lama, daftar masuk akaun sedia ada.' The main page features the Malaysian coat of arms, the PERKESO logo, and the text '#PENJANAKERJAYA' and 'BERSAMA MENJANA EKONOMI' with the same note. It also includes links for 'ABOUT', 'FAQ', and 'LIST OF APPROVED EMPLOYERS'. A large central box contains a 'Create an Account!' form with fields for Name, IC/Passport No., Phone No., Email Address, Password, and Repeat Password, along with a 'Submit' button and a link for existing users.

Bagi pengguna baharu, sila cipta akaun baharu dan daftar masuk.

Bagi pengguna lama, daftar masuk akaun sedia ada.

Create An Account

Pengguna perlu melengkapkan:

- Name**
- IC/Passport No.**
- Phone No.**
- Email Address**
- Password**
- Repeat Password**

Setelah selesai, klik **Submit**

Terima emel pengesahan pendaftaran.

PENJANA KERJAYA 2020 - Successful Registration Inbox X



PENJANA KERJAYA System <donotreply-penjanakerjaya@perkeso.gov.my>

to me ▼

Wed, Dec 30, 11:56 AM (1 day ago)



Hi abu sayaf,

You have successfully registered for this PENJANA KERJAYA System. Your details as below.

Your Email: 64lorongjaya9@gmail.com

Name: abu sayaf

To confirm your registration details, please click [here](#).

Thank you!

Best regards,

PENJANA KERJAYA 2020

This email is generated by a computer system. Please do not reply to this email.



Klik **here** dan pengguna akan dibawa ke **Login Page**,
kemudian Daftar Masuk



Sistem memaparkan *Home Page* setelah pengguna daftar masuk.

Welcome, hakim.ismail@perkeso.gov.my

 Log Out



penjana
Pelan Jana Semula Ekonomi Negara

HIRING INCENTIVE 1.0

Notice:

Hiring Incentive 1.0 application has been closed.
Employer may continue to apply for training programmes or check application status

HIRING INCENTIVE 2.0

Notice:

Application for Hiring Incentive 2.0 is now open.
Please ensure your company and newly hired employee is registered with ASSIST as well as vacancies posted through MYFutureJobs.

Pengguna boleh semak status permohonan lama di
Hiring Incentive 1.0

Pengguna yang ingin membuat permohonan baru, boleh klik
Hiring Incentive 2.0

2. Daftar syarikat.

Klik **Employer List**

Employer

Please ensure your company and newly hired employee is registered with ASSIST, if you have not kindly proceed to register [here](#)

1 Employer List

2 Add New Employer

Untuk mendaftar syarikat,
klik **Add New Employer**

This screenshot shows the 'Employer List' section of the website. A red box highlights the 'Employer List' link in the sidebar (labeled 1). Another red box highlights the 'Add New Employer' button (labeled 2). A green callout box points to the 'Add New Employer' button with the instruction: 'Untuk mendaftar syarikat, klik **Add New Employer**'.

hakim.ismail@perkeso.gov.my

Add New Employer Hiring 2.0

Add a new employer under your responsibility

Employer Detail

Employer Code Search

3

Masukkan **Kod ASSIST** dan klik **Search**
Sistem akan paparkan **Nama Syarikat** yang dipadankan dengan **Kod ASSIST** tersebut.

This screenshot shows the 'Add New Employer Hiring 2.0' form. A red box highlights the 'Employer Code' input field and the 'Search' button (labeled 3). A green callout box points to this area with the instructions: 'Masukkan **Kod ASSIST** dan klik **Search**' and 'Sistem akan paparkan **Nama Syarikat** yang dipadankan dengan **Kod ASSIST** tersebut.'

Sistem migrasi data syarikat dari ASSIST.

(HIRING INCENTIVE 2.0)

- Main
- Employer List
- Vacancy
- Admin Hiring
- Admin Agency
- Log Out

Add New Employer Hiring 2.0

Add a new employer under your responsibility

Employer Detail

Employer Code	<input type="text" value="Employer Code"/>	<input type="button" value="Search"/>			
Employer Code	XXXXXXXXXXXX				
Employer Name	PERTUBUHAN KESELAMATAN SOSIAL (PERKESO)				
Location	KUALA LUMPUR WILAYAH PERSEKUTUAN KUALA LUMPUR				
Industry*	- INDUSTRY -				
Activity of Industry*	- Activity of Industry -				
Total Workforce*	<input type="text"/>	No. of Local Workers*	<input type="text"/>	No. of Foreign Workers*	<input type="text"/>
Postcode*	<input type="text" value="Postcode"/>	State*	<input type="text" value="- STATE -"/>		
District*	<input type="text" value="- DISTRICT -"/>		Person Incharge*	<input type="text" value="Person Incharge"/>	
Tel No*	<input type="text" value="Tel No"/>	Email*	<input type="text" value="Email"/>		

Pengguna perlu melengkapkan:

- **Industry**
- **Activity of Industry**
- **Total Workforce**
- **No. of Local Workers**
- **No. of Foreign Workers**
- **Postcode**
- **State**
- **District**
- **Person In Charge**
- **Telephone No.**
- **Email**
- **Type of Bank Account**
- **Bank Name**
- **Bank Account No.**

Sistem migrasi data syarikat dari ASSIST.

The screenshot shows a form for migrating company data from ASSIST. The fields include:

- Type Of Bank Account*
- Bank Name*
- BRN*
- IC Number
- New IC Number
- Supporting Document
- BRN Document*
- Copy of Bank Statement*
- A checkbox section with two options:

 - I hereby confirm that the BRN and account number provided above is the same as the company's bank statement account. My organization shall be fully responsible if there were any mistakes and delays due to the wrong bank account information given.
 - I hereby give consent to PERKESO to check and validate our bank account information with our bank and consent to our bank to share our bank account information with PERKESO in respect of payment for 'PENJANA KERJAYA', if need arises.

- A large blue 'Submit' button at the bottom.

Annotations with red boxes highlight specific fields: 'BRN*', 'IC Number', 'New IC Number', 'BRN Document*', 'Copy of Bank Statement*', and the entire checkbox section. A green callout box provides instructions for each highlighted area:

- *Maklumat BRN sedia ada akan dipaparkan, jika terdapat perubahan boleh mengemaskini maklumat tersebut
- Bagi milikan tunggal yang menggunakan akaun persendirian boleh memasukkan **IC Number**.
- Pengguna perlu memuatnaik:
 - BRN Document**
 - Copy of Bank Statement**Klik **here** untuk memuat turun Borang BRN.
- Klik **Submit** setelah semua maklumat lengkap

3. Daftar kekosongan jawatan dan tambah kekosongan jawatan.

PENJANAKERJAYA MALAYSIA (HIRING INCENTIVE 2.0)

Main Employer List + Vacancy

Vacancy

Please ensure that your company has registered and posted your vacancy on MYFutureJobs through www.myfuturejobs.gov.my

Add New Vacancy

PENJANAKERJAYA MALAYSIA (HIRING INCENTIVE 2.0)

Main Employer List + Vacancy Admin Hiring Admin Agency Log Out

Add New Vacancy

Vacancy Details

Employer Name* - PLEASE SELECT -

Employer Code

Vacancy Link (URL)* Please copy and paste vacancy link from MYFutureJobs (URL)

Vacancy Start Date* mm/dd/yyyy Vacancy End Date* mm/dd/yyyy

Occupation* Occupation

This vacancy is for the purpose of hiring local talents to replace foreign workers (Malaysianization)

Source of Job Portal ** required if the vacancy was registered in a job portal other than MYFutureJobs

MYFutureJobs

No. of Vacancies*

Submit

Pengguna perlu melengkapkan maklumat kekosongan jawatan:

- **Vacancy Link (URL)**
- **Vacancy Start Date**
- **Vacancy End Date**
- **Occupation**
- **Source of Job Portal**
- **No. of Vacancies**

(3) Pengguna boleh memilih nama syarikat yang telah didaftarkan (**Please Select**).

(4) **Vacancy Link** adalah kekosongan jawatan yang telah diiklankan di Portal MYFutureJobs.

(5) Bagi permohonan Malaysianization perlu tanda di ruangan berkenaan.

(6) **Source of Job Portal** dipilih oleh majikan (1 portal yang kerap digunakan oleh majikan).

(7) Klik **Submit** setelah semua maklumat lengkap

4. Tambah pekerja baharu dalam senarai.

The screenshot shows the 'Employer List' section of the PERKESO Hiring Incentive 2.0 application. A red box labeled '1' highlights the '+ Vacancy' button on the left sidebar. A green box labeled '2' highlights the 'Add New Employee' button in the top right corner of the main content area. A red box labeled '3' highlights the 'Add Employee By Ic No.' input field and search icon. A green box labeled '4' provides instructions to enter the IC No. of the employee and verify their existence in the system.

1 + Vacancy

2 Add New Employee

Klik semula pada **Vacancy**

Klik **Add New Employee** untuk memasukkan senarai pekerja.

3 Add Employee By Ic No.

Masukkan **IC No** pekerja dan pastikan pekerja berkenaan telah daftarkan

4 Please use [this Excel format](#) to upload your new employee list (10 new employee and above)

Back Upload Employee List Submit

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Lengkapkan maklumat pekerja baharu.

PENJANAKERJAYA
MALAYSIA
(HIRING INCENTIVE 2.0)

Main
Employer List
Vacancy
Admin Hiring
Admin Agency
Log Out

Advertisement Link (URL)
Source of Job Portal
Advertisement Start/End Date
Add Employee By Ic No. *

Employee List
Show 10 entries
NRIC Name
Showing 0 to 0 of 0 entries
Please use this Excel format to upload your new employee list.
Back Upload Employee List Submit

Employee Details

Identification No.

Name

Date Of Birth 1997-12-12 Age 23

Email * Phone No. *

RTW Participant RTW No.

Employment Start Date mm/dd/yyyy Age On Employment Date

Category * Apprentice
 Hire Malaysia Below 40
 Hire Malaysia 40 And Above
 Vulnerable

Salary (RM) * 0.00

Mobility Assistant * Mobility Assistance Within 100 Km
 Mobility Assistance Above 100 Km

I hereby confirm that the employee(s) has no prior working experience or unemployed at the point of hiring.

Cancel Add

hakim.ismail@perkeso.gov.my

5

Pengguna perlu melengkapkan maklumat pekerja:

- Email**
- Telephone No.**
- RTW Participant No.** (sekiranya ada)
- Employment Start Date**
- Category** (mengikut kelayakan)
- Salary**
- Mobility Assistant**

Klik **Add** setelah maklumat lengkap.

Lengkapkan maklumat pekerja baharu. (Bagi kategori Malaysianization sahaja)

The screenshot shows the 'Employee Details' form within the 'ADMIN EXECUTIVE' section of the application. The form fields include:

- Identification No.
- Name
- Date Of Birth
- Age
- Email *
- Phone No. *
- Bank Name * - PLEASE SELECT -
- Bank Account *
- RTW Participant
- RTW No.
- Employment Start Date
- Age On Employment Date
- Category *
○ Malaysianization
- Salary (RM) *
- Mobility Assistant *
○ Mobility Assistance Within 100 Km
○ Mobility Assistance Above 100 Km
- Supporting Document *
Choose File: No file chosen
Please upload Employee's Bank Statement Account
- I hereby confirm that the employee(s) has no prior working experience or unemployed at the point of hiring.

A red box highlights the entire form area. A red box also highlights the 'Add' button at the bottom right of the form. A green callout bubble on the right contains the following text:

Bagi permohonan kategori Malaysianization, pengguna perlu melengkapkan maklumat tambahan:

- **Bank Name**
- **Bank Account**
- **Supporting Document (Bank Statement Account)**

Klik **Add** setelah maklumat lengkap.

Tambah senarai pekerja yang lebih daripada 10 orang.

(HIRING INCENTIVE 2.0)

Main

Employer List

Vacancy

Admin Hiring

Admin Agency

Log Out

ADMIN EXECUTIVE

Advertisement Link (URL) <https://employers.myfuturejobs.gov.my/vacancy?jobId=2e493df479ed4f13923c4adacc8f766>

Source of Job Portal MYFutureJobs No. of Vacancies 10

Advertisement Start/End Date 2020-12-01 / 2020-12-31

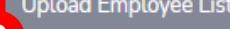
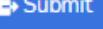
Add Employee By Ic No.* IC No 

Employee List

Show 10 entries Search:

NRIC	Name	Salary	Hire Date
Showing 0 to 0 of 0 entries			

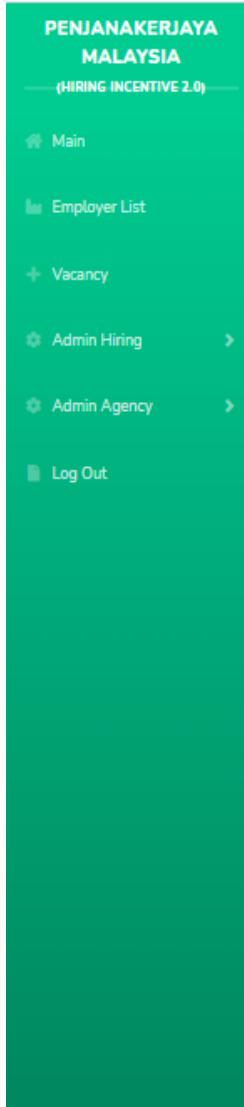
1 Please use [this Excel format](#) to upload your new employee list (10 new employee and above)

2   

Sekiranya senarai pekerja melebihi 10 orang, pengguna perlu menggunakan **format Excel** yang diberikan dengan memuat naik di pautan berkenaan.

Klik **Upload Employee List** untuk memuat naik senarai pekerja yang melebihi 10 orang.

Semak semula senarai pekerja.



ADMIN EXECUTIVE

Advertisement Link (URL): <https://employers.myfuturejobs.gov.my/vacancy?jobId=2e493df479ed4f13923c4adacc8f766>

Source of Job Portal: MYFutureJobs No. of Vacancies

Advertisement Start/End Date: 2020-12-01 / 2020-12-31

Add Employee By Ic No. *: IC No:

Employee List

NRIC	Name	Salary	Hire Date	End Date	Category	Mobility	Status
0000000000	Jason	1500.00	2020-12-20	<input type="text"/> mm/dd/yyyy <input type="button" value=""/>	MALAYSIANIZATION	MOBILITY ASSISTANCE	DRAFT <input type="button" value=""/>

Show 10 entries Search:

Please use this Excel format to upload your new employee list (10 new employee and above)

Klik **Submit** untuk menghantar permohonan.

Pengguna perlu memastikan senarai pekerja terpapar pada **Employee List** dan maklumat pekerja lengkap berserta incentif yang dimohon.

Pengguna boleh kemaskini tarikh akhir bekerja bagi pekerja yang telah berhenti di ruang **End Date**.

Muat turun borang *Employee Verification Form*.

PENJANAKERJAYA
MALAYSIA
(HIRING INCENTIVE 2.0)

Main
Employer List
Vacancy
Admin Hiring
Admin Agency
Log Out

ADMIN EXECUTIVE

Advertisement Link (URL)
Source of Job Portal
Advertisement Start/End Date
Add Employee By Ic No. *

Employee List

Show 10 entries
NRIC Name
970505025113 CHONG TZE CZE

Showing 1 to 1 of 1 entries

Please use this Excel format to upload your new employee list.

< Back Upload Employee List > Submit

Detail of Incentive

Incentive	Employer	Employee	Total (RM)
MALAYSIANIZATION	600.00	300.00	900.00
MOBILITY ASSISTANCE WITHIN 100 KM	0.00	500.00	500.00
TOTAL	600.00	800.00	1400.00

Employee Verification Form (Download and complete form)

Upload completed form
 No file chosen

I hereby confirm that the account number provided above is the same as the company's bank statement account. We are fully responsible if there were any mistakes and delays due to the wrong bank account information given.

I shall be responsible to update the ASSIST Portal within 48 hours, should there be any resignation of employees listed under the hiring incentives.

I hereby agree to the terms and conditions of the hiring incentive and shall abide by them. Should there be falsification of information, I understand that there could be legal implications.

hakim.ismail@perkeso.gov.my

MOBILITY ASSISTANCE DRAFT

Previous 1 Next

- Muat turun borang **Employee Verification Form** untuk pengesahan bantuan mobiliti.
- Tanda pengisytiharan dan kemudian klik **Submit** untuk melengkapkan permohonan.

5. Semak status permohonan.

The screenshot shows the PENJANAKERJAYA (HIRING INCENTIVE 2.0) application interface. On the left, a green sidebar menu lists options: Main (highlighted with a red box), Employer List, Vacancy, Admin Hiring, Admin Agency, and Log Out. The main content area is titled "Application Status" and "Application Status for Hiring Incentive". It displays a table with three rows of data:

No	Company	Position	Action
1	PERTUBUHAN KESELAMATAN SOSIAL (PERKESO)	PEMBANTU KEDAI	View Status
2	PERTUBUHAN KESELAMATAN SOSIAL (PERKESO)	GENERAL WORKER	View Status
3	PERTUBUHAN KESELAMATAN SOSIAL (PERKESO)	GENERAL WORKER	View Status

A green callout box with a black border and white text points to the "Main" button in the sidebar, with the text "Klik **Main** untuk semakan status." A red line connects this callout to the "Main" button. Another green callout box with a black border and white text points to the "View Status" button in the third row of the table, with the text "Klik **View Status** untuk semakan status permohonan." A red line connects this callout to the "View Status" button.

Paparan status permohonan.

Application Status

Application Status for Hiring Incentive

No	Employee Name	Identification Info	Occupation	Incentive	Status	Reason
1	DATHMA RAM A/L VADIVEI OO HAIKAL	071012001120 0000000000	ADMIN EXECUTIVE	APPRENTICE, MOBILITY ASSISTANCE	SUBMIT FOR PAYMENT	syor bayar
2	ANU A/L AIMAN HAZIQ RIN A'ZIZI AIMAN	020420080125 0000000000	ADMIN EXECUTIVE	BELOW 40, MOBILITY ASSISTANCE	SUBMIT FOR PAYMENT	syor bayar
3	KAJENDRAN A/L GANESAN AZIM	020517101760 0000000000	ADMIN EXECUTIVE	VULNERABLE, MOBILITY ASSISTANCE	SUBMIT FOR PAYMENT	syor bayar

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Rujukan bagi **Status**

- Draft** – Permohonan masih belum dihantar.
- Submitted** – Permohonan telah dihantar untuk kelulusan.
- Approved** – Permohonan telah diluluskan.
- Reject** – Permohonan telah ditolak.
- Query** – Permohonan dikueri oleh pegawai.
- Good for Payment** – Permohonan telah dihantar untuk bayaran.
- Successful Payment** – Permohonan telah dibayar.

Nota: Wakil syarikat akan menerima satu notifikasi melalui emel yang didaftarkan sekiranya permohonan berkenaan telah diambil tindakan oleh pihak PERKESO.

TERIMA KASIH

**Jika terdapat sebarang pertanyaan lanjut, sila hubungi kami di
03 – 8091 5300 atau 1 300 88 2000
atau emel ke
penjanakerjaya@perkeso.gov.my**