

Payroll Compliance Executive

University Micro-Credential Certified Payroll Practitioner



Online



**KUALA LUMPUR UNIVERSITY
OF SCIENCE AND TECHNOLOGY**
(formerly known as Infrastructure University Kuala Lumpur)

Micro-Credential Certified Payroll Practitioner Administrations and Processing



Empowering Fresh Graduates and HR Professionals for
the 2026 Regulatory Landscape





AVOID RM50K COMPLIANCE PENALTIES

Become a Certified Payroll Compliance Specialist

Ground your payroll decisions in law. Transition from administrator to Compliance Specialist. Salaries from RM2,800 Admin to RM6,500 Payroll Compliance Executive*.



UNIVERSITY BACKED

Micro-Credential Certification from Kuala Lumpur University of Science and Technology (KLUSt) formerly known as Infrastructure University Kuala Lumpur



YOUR PACE. YOUR POWER

Designed for the modern Malaysian professional, this program adapts to your life.

- 9 Targeted Modules.
- Unlimited Flexibility



PROFESSIONAL GUIDANCE

- Learn from Industry Leading Experts
- Be part of Malaysia's Leading HR Alumni



QUALITY ASSURANCE

- Unmatched Quality Assurance
- Superior Learning Outcome
- Career-Ready Upskilling



HRD CORP CLAIMABLE

- 100% HRDC Claimable
- HRDC Provider since 2018



FULLY ONLINE & SELF-PACED

Study anytime, anywhere. No rigid class schedules or attendance requirements.

*Source: Jobstreet · Indeed · Salaryexpert, 2025

MASTER

Malaysian Payroll Compliance in a High-Demand Market

With the major 2022 Employment Act Amendments and the Minimum Wage Order, Malaysian companies are facing unprecedented compliance risks. The regulatory landscape has fundamentally shifted, creating an urgent demand for professionals who can navigate these complex requirements with confidence and precision.



Market Opportunity

Thousands of roles currently open for "Payroll Compliance Executives" on major Malaysian job boards



Salary Advancement

Transition from baseline RM 2,800 to specialised roles paying RM 4,500 - RM 6,500+



Career Security

Compliance expertise provides long-term professional stability in an evolving regulatory environment

University Micro-credential

This micro-credential positions you at the forefront of a profession where expertise directly translates to career advancement and organisational value. Companies are actively seeking professionals who can ensure full statutory compliance whilst maintaining operational efficiency.



WHO THIS PROGRAMME EMPOWERS



Fresh Undergraduates

Establish a specialised career path in Payroll Processing immediately after your Diploma or Degree. This micro-credential gives you a competitive edge in the graduate job market, demonstrating to employers that you possess practical, job-ready skills that extend far beyond theoretical knowledge.

Rather than entering the workforce as a generalist administrator, you'll position yourself as a compliance-focused professional with demonstrated expertise in Malaysia's complex payroll regulations. This specialisation opens doors to higher-quality roles and faster career progression from day one.



Junior HR Executives

Boost your market value by specialising in high-stakes compliance within 1–2 years of starting your career. If you're currently working in HR administration or generalist roles, this credential provides the focused expertise that transforms you from a task executor into a strategic compliance partner.

Your existing workplace experience, combined with formal certification in payroll compliance, creates a powerful professional profile that commands premium salaries and opens senior-level opportunities much earlier in your career trajectory.



MEET YOUR LEAD FACILITATOR

<https://www.linkedin.com/in/royprasad71>

Our programme is led by recognised experts in Malaysian employment law and payroll compliance, bringing decades of combined experience in regulatory interpretation, audit defence, and professional training.

You'll receive instruction from practitioners who understand not just the theoretical framework, but the practical realities of implementing compliance in organisations of all sizes.

Learn from Industry Leading Experts

Comprehensive Support System

This learning architecture reflects industry best practice in professional certification. We don't simply deliver content, we ensure mastery through rigorous assessment and targeted feedback, preparing you for the high-stakes environment of payroll compliance.



BEGIN

YOUR JOURNEY TO PAYROLL COMPLIANCE MASTERY

ENROLL NOW

The demand for qualified payroll compliance professionals in Malaysia has never been higher. Regulatory complexity continues to increase, and organisations urgently need specialists who can navigate these requirements with confidence and precision. This micro-credential positions you to meet that demand.

BE 100% SATISFIED



BE PAYROLL SPECIALIST



JOIN HR ALUMNI



PREMIUM RATE



WHY SPECIALISATION MATTERS

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In today's competitive Malaysian employment market, generalist HR skills are abundant. Compliance specialisation is rare, valuable, and financially rewarding.

Employers actively seek professionals who can:

- Interpret complex statutory requirements
- Prevent costly compliance violations
- Manage audit processes confidently
- Provide strategic guidance on payroll decisions

2 Leading Institutions = 2 Certifications



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9 Course Modules

1. STAFF SALARY & EMPLOYMENT ACT
2. EMPLOYMENT ACT, CONTRACT OF EMPLOYMENT, & WAGES
3. MINIMUM WAGE LAW & WHO IS AFFECTED
4. NORMAL WORK HOUR, RATE OF PAY, OVERTIME WORK, REST DAYS, PUBLIC HOLIDAYS
5. LEAVES AND PAYROLL
6. EMPLOYMENT TERMINATION
7. COMPLIANCE WITH THE SOCSO ACT 1991 & EMPLOYMENT INSURANCE SYSTEM (EIS)
8. EPF ACT 1991 & PAYROLL MANAGEMENT COMPLIANCE AND ADMINISTRATION
9. COMMON PAYROLL RELATED ISSUES AND POSITION OF LAW

Transferable Skills for Career Excellence

This micro-credential develops far more than technical payroll knowledge. You'll acquire a sophisticated skill set that enhances your professional capabilities across multiple dimensions, making you invaluable to any organisation handling employment matters in Malaysia.

1

Regulatory Literacy

Interpret statutory requirements with confidence and apply correct legal bases to every pay run. Understand not just what to do, but why specific procedures are legally mandated.

2

Quantitative Accuracy

Master complex overtime computations, pro-ration logic, and statutory calculation methodologies. Develop the analytical precision that prevents costly errors.

3

Audit Readiness

Maintain defensible payroll trails for labour inspections. Create documentation that functions as legal evidence and withstands regulatory scrutiny. but why specific procedures are legally mandated.

4

Ethical Judgement

Confidently manage high-risk scenarios like bankruptcy proceedings, disciplinary demotions, and termination settlements with full legal awareness.

These competencies position you as a trusted adviser within your organisation, capable of guiding management through complex employment scenarios whilst ensuring full statutory compliance and minimising organisational risk.

Comprehensive **Scenario-Based** Learning

Our curriculum goes beyond theoretical knowledge to provide practical, real-world application of Malaysian payroll compliance. Each topic is structured around authentic scenarios you'll encounter in professional practice, ensuring you can confidently handle complex situations from your first day in a compliance role.

01

Employment Eligibility

Master the RM 4,000 threshold and occupation-based coverage tests with precision

02

Wage Governance

Learn strict compliance for payment methods and statutory deadlines

03

Minimum Wage Law

Navigate MWO 2024, including the national RM 1,700 rate and implementation phases

04

Complex Calculations

Step-by-step logic for Ordinary Rate of Pay (ORP), Hourly Rate of Pay (HRP), and overtime multipliers

05

Leave & Payroll

Manage payroll impact of paid/unpaid leave, pro-ration, and sick leave reclassification

06

Employment Termination

Sequence final pay accurately, including PILON and statutory severance



ADVANCED STATUTORY COMPLIANCE MASTERY

1 Statutory Schemes Administration

Clarify the "Two EIS" meanings and master SOCSO/PERKESO administration with complete confidence. Understanding these schemes isn't merely about knowing contribution rates, it's about comprehending when coverage applies, how to handle edge cases, and ensuring every employee receives their statutory entitlements.

You'll learn to navigate the intersection between different statutory schemes, understanding how EPF, SOCSO, EIS, and PCB interact within a single pay cycle, and how to manage compliance when employees have multiple employments or change employment status mid-month.

2 EPF Act 1991 Reforms

Navigate the new **Three-Account System** (effective May 2024) with expert-level understanding. This significant reform fundamentally changes how retirement savings are structured in Malaysia, and employers must ensure accurate allocation across Accounts 1, 2, and 3.

Your mastery of these changes will position you as an invaluable resource within your organisation, capable of explaining the implications to employees, ensuring correct system configurations, and maintaining perfect compliance during this transitional period.

The "Position of Law"

Confidently handle high-risk issues like employee bankruptcy (Insolvency Act 1967) and withholding tax obligations

Audit-Ready Documentation

Produce payroll records that function as legal evidence and withstand regulatory scrutiny
RM 4,500 - RM 6,500+

Disciplinary Scenarios

Manage complex salary adjustments during disciplinary proceedings whilst maintaining full statutory compliance



Measurable Learning Outcomes

Upon successful completion of this micro-credential, you will possess demonstrable competencies that directly translate to workplace performance. These aren't abstract learning objectives, they're practical skills that employers actively seek and are willing to pay premium salaries to secure.

STATUTORY ELIGIBILITY DETERMINATION

Determine statutory eligibility with full legal justification, confidently applying the RM 4,000 threshold test, occupation-based coverage criteria, and understanding exceptions and special cases under the Employment Act 1955.

COMPLEX OVERTIME COMPUTATION

Compute overtime pay for normal days, rest days, and public holidays using correct multipliers and base rate calculations, including understanding how ORP and HRP differ and when each applies.

AUDIT-READY RECORD MAINTENANCE

Produce comprehensive audit-ready payroll records that function as legal evidence during labour inspections, including wage slips, attendance records, and statutory contribution documentation.

HIGH-RISK SCENARIO MANAGEMENT

Navigate complex situations including employee bankruptcy, final pay calculations during termination, and salary adjustments during disciplinary proceedings with full awareness of legal obligations.

These competencies are regularly tested in professional environments. Your ability to execute them flawlessly distinguishes you as an expert practitioner rather than a basic administrator, commanding significantly higher market value.

Flexible Learning Designed for Working Professionals

Online

This learning architecture reflects industry best practice in professional certification. We don't simply deliver content, we ensure mastery through rigorous assessment and targeted feedback, preparing you for the high-stakes environment of payroll compliance.



100% Online & Self-Paced

Study via EDUK8U® Grad School Asia LMS with complete flexibility. Access course materials anytime, anywhere, and progress through the curriculum at a pace that suits your professional and personal commitments. No rigid class schedules or attendance requirements.



Progressive Testing Methodology

Topic Mastery Tests (MCQs) ensure you understand one concept thoroughly before advancing to the next. This scaffolded approach builds your knowledge systematically, preventing gaps in understanding that could undermine your practical competence.



The "Critical Item" Rule

Our unique safeguard ensures you master non-negotiable compliance areas like statutory deadlines, minimum wage requirements, and mandatory contribution calculations. You cannot progress without demonstrating mastery of these essential competencies.

SIGN UP TODAY

BE SPECIALISED IN 2026



FEES

| | |
|----------------------------------|------------|
| Course Fee: | RM2,500.00 |
| Enrollment fee: | RM200.00 |
| Online payment options available | |
| *Fees are subject to 8% sst | |

CONTACT US

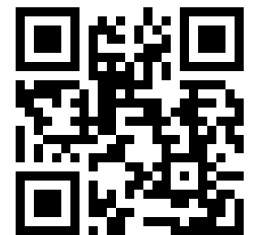
DURATION

12 Month All Access Period:

Gain full entry to our 9-module digital library, video tutorials, and expert supervision for one calendar year. Study at your own pace, with the security of expert guidance available whenever you need it.



WhatsApp



HRDC CLAIMABLE

Seamless HRD Corp Integration:

This programme is 100% HRD Corp Claimable. We understand that your time is best spent on strategy, not paperwork. Our dedicated compliance team will manage the end-to-end claim process, providing expert guidance and handling all necessary documentation to ensure a smooth, successful approval for your organisation.

Speak to us for group rates.

APPLY

NOW

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Enroll Today for 2026

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