



**Glow WorkSpace
(No Support)**

**Global
OfficeWorks
(Fully Managed)**

**Glow WorkSpace Vs GLOW
Managed Benefits Comparison**

***USD \$349
*AUD \$495
PLUS SALARIES**

**US\$1,595
AU\$2,265**

Price includes complete Salary Package (Bonuses, Allowances, 13th Month etc)



Government entitlements Including SSS Provident Fund contribution



Government entitlements payments facilitated



Private Health Insurance (HMO) Included



Private Health Insurance (HMO) Facilitated



















Orientation Call to identify Client's needs



































Up to 3 candidates Endorsed



30 Day Placement Guarantee	✓	✓
Fun Work Environment & Company Culture	✓	✓
Quiet Work Space	✓	✓
Strong and Stable Internet Connection	✓	✓
Redundant Internet Connection	✓	✓
Backup Power Generator	✓	✓
Regular Social Events	✓	✓
End of the Year Retreat	✓	✓

CCTV Camera		
PC, UPS, 2 Monitors, webcam and headset		
Hardware installation		
Software Installation		
Soft Phone Included		
Free Lunch daily		
Time tracking and monitoring (software)		
Project Management Software (Asana)		

Web Based CCTV Access		
GLOW VA Training Academy (Self Assessment)		
VA Training Academy with a personal trainer		
In-house IT Support (Hardware)		
In-house IT Support (Software)		
Employment Contract Template Provided		
Employment Contract preparation, negotiation and execution		
Attendance Accountability (Manual)		

Timekeeping for Attendance Management		
Daily Supervision		
Guided Employee Account On-boarding		
On-boarding Manual Provided		
Shadowing other VA's in the office		
Help from office trainer at any time		
Management supervised Accountability		
Performance Management		

Monthly quality performance review	✘	✔
Task management	✘	✔
Task/Project Problem Solving/Analysis by Management	✘	✔
Quality Assurance	✘	✔
Performance bonus programs	✘	✔
Private health insurance	✘	✔
Client access to and assistance of management team at any time	✘	✔
Employment by a Philippine Corporation with full Department of Labor and Employment Protection	✘	✔

Productivity Reports	✗	✓
New Employee Orientation	✗	✓
Employee Disciplinary actions and due process	✗	✓
Team Building Quarterly Events	✗	✓
Team Leader	✗	✓
Access to a Subject Matter Expert	✗	✓
Regular ongoing coaching and skills development	✗	✓
Employee counseling and resolution (work and personal matters)	✗	✓

Development and implementation of company and processes		
Payroll Preparation, Disbursement, Appeal Review & Resolution		
13th Month Pay		
Preparation and Approval of Time-sheet for Corrections/ Discrepancies /Other Time-sheet Issues		
Pay Disbursement		
Mandatory Autopay		
Counseling regarding Salary package expectations		