

HOUSEMAID JOB ORDER

Housemaid Name: _____

Passport number: _____

Employer's Details:

Name : _____
 NRIC : _____
 Tel : _____ (Home)
 Tel : _____ (Office)
 H/P : _____
 Add : _____

Contact Person's Details

Name : _____
 NRIC : _____
 Tel : _____ (Home)
 Tel : _____ (Office)
 H/P : _____
 Add : _____

(A) Employer's Personal Information

Religion : _____ Race : _____ Nationality : _____ (spouse) _____

(B) Employer's Family Information (people staying in the place of work of the housemaid)

TOTAL NUMBER OF PEOPLE IN THE HOUSE = _____

Employer (husband)	<input type="checkbox"/> Age: _____	Children #3	<input type="checkbox"/> Age: _____
Employer (wife)	<input type="checkbox"/> Age: _____	Children #4	<input type="checkbox"/> Age: _____
Children #1	<input type="checkbox"/> Age: _____	Other #1 (_____)	<input type="checkbox"/> Age: _____
Children #2	<input type="checkbox"/> Age: _____	Other #2 (_____)	<input type="checkbox"/> Age: _____

(C) Employer's House Information

House type : Apartment Condo Single Storey Terrace House Double Storey Terrace House
 Semi-Detached House Bangalo Others (please specify) _____

Number of Bedrooms : _____ Number of Toilets : _____ Other rooms : _____

(D) Housemaid's Workscope

1.	Housework	<input type="checkbox"/> Cleaning <input type="checkbox"/> Washing <input type="checkbox"/> Ironing
2.	Cooking	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes <input type="checkbox"/> Just need to assist
3.	Car wash	<input type="checkbox"/> Yes <input type="checkbox"/> No IF Yes, please specify how many cars : _____ and washing frequency per week: _____
4.	Child care	<input type="checkbox"/> Yes <input type="checkbox"/> No IF Yes, how many children, and their ages: _____
5.	Care for Elderly/Sick	<input type="checkbox"/> Yes <input type="checkbox"/> No IF Yes, person age: _____ (Bedridden : <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partial)
6.	Care for Animals	<input type="checkbox"/> Yes <input type="checkbox"/> No IF Yes, what animals: _____ and how many _____

(E) Disclamation

I, as named above, and as the employer, to apply for a housemaid through Agensi Pekerjaan Innovedge Sdn. Bhd., confirmed that the above information is true and correct. Thank you.

Signature : _____

Name : _____
 NRIC : _____
 Date : _____