INNOVEDGE Group

Maid For You, Made Easy

Agensi Pekerjaan INNOVEDGE Sdn. Bhd. · Agensi Pekerjaan INTAN JAYA Sdn. Bhd. · Agensi Pekerjaan TC Resources Sdn. Bhd.

CODE: MSI070 (TCR)

NAME: NINA ANISA

CANDIDATE STATUS
- [x] First-timer
- [ ] Ex-abroad

NATIONALITY	DATE OF BIRTH	AGE	RELIGION	MARITAL STATUS
INDONESIA	18.03.2004	22	ISLAM	MARRIED

HEIGHT	WEIGHT	EDUCATION	PLACE OF ORIGIN	CURRENT LOCATION
150CM	48KG	JUNIOR HIGH	SUBANG	JAWA BARAT

Family Information

Husband/Live-in Status	Occupation
RAMADANI	FACTORY
No. of Siblings	**Position in Family**
3	1
No. of Children	**Children's Ages**
2	5 & 3 YEARS OLD

Language Proficiency

	None	Basic	Good	Fluent
English	☑	☐	☐	☐
Bahasa Malaysia	☐	☐	☑	☐
Mandarin	☑	☐	☐	☐
Arabic	☑	☐	☐	☐

Work Preference

RANK 1 TO 4 · 1 = MOST PREFERRED

1	Housework + children care
2	Housework + infants / toddlers care
3	Housework + elderly / disability care
4	Housework + bedridden care

Employment History

EMPLOYMENT 1

☑ Local ☐ Overseas — Completed Contract? ☐ Yes ☑ No

COUNTRY: SUBANG, INDONESIA

PERIOD (mm/yyyy to mm/yyyy): 01/2022 to 10/2023

TOTAL DURATION: 1 years 9 months

TYPE OF HOUSE *(e.g. condo, terrace, bungalow)*: TERRACE - SINGLE STOREY

NO. OF PEOPLE IN THE HOUSE: 2 adults 1 children 1 maids

IF CONTRACT NOT COMPLETED, WHY?: DUE TO WANT TO GIVE BIRTH

WORK CATEGORY
- [x] Housework
- [ ] Newborn
- [ ] Elderly
- [x] Cooking
- [x] Childcare
- [ ] Bedridden

MAIN DUTIES: She do the house chores, cleaning, help to cook, washing and take care of child - 2 yo

EMPLOYMENT 2

☑ Local ☐ Overseas — Completed Contract? ☑ Yes ☐ No

COUNTRY: KARAWANG, INDONESIA

PERIOD (mm/yyyy to mm/yyyy): 03/2025 to 03/2026

TOTAL DURATION: 1 years 0 months

TYPE OF HOUSE *(e.g. condo, terrace, bungalow)*: TERRACE - SINGLE STOREY

NO. OF PEOPLE IN THE HOUSE: 3 adults 2 children 2 maids

IF CONTRACT NOT COMPLETED, WHY?:

WORK CATEGORY
- [x] Housework
- [x] Newborn
- [ ] Elderly
- [x] Cooking
- [ ] Childcare
- [ ] Bedridden

MAIN DUTIES: She focus more on house chores, cleaning, washing, cooking and sometime help to take care of kids

EMPLOYMENT 3

☐ Local ☐ Overseas — Completed Contract? ☐ Yes ☐ No

COUNTRY:

PERIOD (mm/yyyy to mm/yyyy): to

TOTAL DURATION: years months

TYPE OF HOUSE *(e.g. condo, terrace, bungalow)*:

NO. OF PEOPLE IN THE HOUSE: adults children maids

IF CONTRACT NOT COMPLETED, WHY?:

WORK CATEGORY
- [ ] Housework
- [ ] Newborn
- [ ] Elderly
- [ ] Cooking
- [ ] Childcare
- [ ] Bedridden

MAIN DUTIES:

EMPLOYMENT 4

☐ Local ☐ Overseas

Completed Contract? ☐ Yes ☐ No

COUNTRY

PERIOD (mm/yyyy to mm/yyyy)

to

TOTAL DURATION

years months

TYPE OF HOUSE *(e.g. condo, terrace, bungalow)*

NO. OF PEOPLE IN THE HOUSE

adults children maids

IF CONTRACT NOT COMPLETED, WHY?

WORK CATEGORY

☐ Housework ☐ Newborn ☐ Elderly
☐ Cooking ☐ Childcare ☐ Bedridden

MAIN DUTIES

EMPLOYMENT 5

☐ Local ☐ Overseas

Completed Contract? ☐ Yes ☐ No

COUNTRY

PERIOD (mm/yyyy to mm/yyyy)

to

TOTAL DURATION

years months

TYPE OF HOUSE *(e.g. condo, terrace, bungalow)*

NO. OF PEOPLE IN THE HOUSE

adults children maids

IF CONTRACT NOT COMPLETED, WHY?

WORK CATEGORY

☐ Housework ☐ Newborn ☐ Elderly
☐ Cooking ☐ Childcare ☐ Bedridden

MAIN DUTIES

Childcare Experience

TYPE / AGE GROUP	DUTIES PERFORMED		
☑ Newborn (0–12 mths)	☑ Sharing room with child	☑ Diaper changing	☑ Dressing up
☑ Toddler (1–3 yrs)	☑ Bottle feeding	☑ Bathing	☐ Homework guidance
☐ Preschool (3–6 yrs)	☑ Spoon feeding	☑ Hair care/tying hair	☑ Night care
☐ School-age (6–12 yrs)	☑ Milk preparation	☐ School preparation	☑ Play /activities

Elderly & Disability Care Experience

TYPE / AGE GROUP	DUTIES PERFORMED		
☑ Elderly companionship	☐ Sharing room with elderly	☑ Bathing	☑ Meal preparation
☐ Limited mobility	☑ Mobility assistance	☐ Dressing up	☑ Toileting help
☐ Dementia	☐ Transfer assistance	☑ Medication reminders	☐ Exercise/Walking
☐ Disable	☐ Feeding assistance	☐ Insulin injection	☐ Bedridden care

Cooking

Do you cook in your country? ☑ Yes ☐ No

Willing to cook for the members of your employer's household? ☑ Yes ☐ No

Willing to handle and cook pork? ☑ Yes ☐ No

How much do you like cooking? ☐ Very much ☑ Average ☐ Not much

What types of food can you cook?
☐ Filipino ☐ Chinese ☐ Western
☑ Indonesian ☐ Arabic ☐ Malay
☐ Indian ☐ Others:

Any dietary restrictions?
☐ None ☑ No pork ☐ No beef
☐ Vegetarian ☐ Others:

Pet Care

Are you a pet lover? ☑ Yes ☐ No

Comfortable caring for cats? ☑ Yes ☐ No

Comfortable caring for dogs? ☑ Yes ☐ No

Any allergy to animal fur? ☐ Yes ☑ No

Pet tasks willing to do: ☑ Feeding ☑ Bathing / grooming ☑ Walking ☑ Cleaning waste / litter box

Are you afraid of dogs? ☑ No ☐ Yes, all dogs ☐ Big dogs only

Specific Work Willingness

	WILLINGNESS		WILLINGNESS		WILLINGNESS
Cleaning	☑ Yes ☐ No	Newborn Care	☑ Yes ☐ No	Elderly Care	☑ Yes ☐ No
Laundry	☑ Yes ☐ No	Infant/Toddler Care	☑ Yes ☐ No	Bedridden Care	☑ Yes ☐ No
Ironing	☑ Yes ☐ No	Childcare	☑ Yes ☐ No	Disability Care	☑ Yes ☐ No
Cooking	☑ Yes ☐ No	Special Child Care	☑ Yes ☐ No	Dog Care	☑ Yes ☐ No
Handwash	☑ Yes ☐ No	Plant Watering	☑ Yes ☐ No	Cat Care	☑ Yes ☐ No

Day-Off & Cellphone Usage

*as per nationality guidelines

Work on rest day for extra pay?*	☑ Yes ☐ No	Follow employer's phone rules?	☑ Yes ☐ No
Willing to stay home on rest day?	☑ Yes ☐ No	Use phone after work hours only?*	☑ Yes ☐ No
Respect employer's privacy?	☑ Yes ☐ No	Use social media responsibly?	☑ Yes ☐ No

Work & Personal Readiness

Willing to complete the full 2-year contract?	☑ Yes ☐ No
Does your family support your decision to work overseas?	☑ Yes ☐ No
Prepared to live away from your family for minimum 2 years?	☑ Yes ☐ No
Have you lived away from your family before?	☐ Yes ☑ No
Comfortable working for a family of a different religion?	☑ Yes ☐ No
Comfortable working with different religious practices?	☑ Yes ☐ No
Comfortable adjusting religious activities to work schedule?	☑ Yes ☐ No

Who will care for your children while you are away? (if applicable)

MY HUSBAND AND PARENT

What will you do when you feel homesick?

CALL ONCE A WEEK

Skills & Interests

SPECIAL SKILLS

HOBBIES / INTERESTS I LOVE READING BOOK

What do you want to tell your future employer?

I WILL WORK HARD AND BE RESPONSIBLE
WHILE WORKING

Agency's Remarks

FOR OFFICE USE · COMPLETED BY INTERVIEWER

Additional Photos

Family & Connections in Malaysia

AS DECLARED BY THE APPLICANT

	Y	N	REMARKS
Any relative or family member currently in Malaysia?	☐	☑	
Anyone else you know currently in Malaysia?	☐	☑	
Has any relative of yours worked in Malaysia before?	☐	☑	

Medical History Declaration

HAVE YOU EVER HAD, OR DO YOU NOW HAVE:

	Y	N	REMARKS		Y	N	REMARKS
Short / long sightedness	☐	☑		Tuberculosis (TB)	☐	☑	
High blood pressure	☐	☑		Hepatitis	☐	☑	
Diabetes	☐	☑		Skin disease / persistent rash	☐	☑	
Heart disease	☐	☑		Back, joint or muscle problems	☐	☑	
Gastric	☐	☑		Motion sickness / car sickness	☐	☑	
Thyroid	☐	☑		Allergies (food, medicine, animals)	☐	☑	
Hemorrhoids	☐	☑		Other illness / regular medication	☐	☑	
Asthma or breathing problems	☐	☑					

Lifestyle, Diet & Body Markings

Do you smoke?	☐ Yes, now	☐ Yes, used to	☑ Never
Do you vape?	☐ Yes, now	☐ Yes, used to	☑ Never
Do you drink alcohol?	☐ Yes, now	☐ Yes, used to	☑ Never

Any tattoo? ☐ Y ☑ N *location / size / visible in short sleeves?*

Any food you cannot eat or handle? I CAN HANDLE PORK BUT CANNOT EAT

Dental

Braces / retainer?	☐ Yes, now	☐ Yes, used to	☑ Never	If yes, removal date:
Any dental issues?	☐ Yes, now	☑ Yes, used to	☑ Never	GIGI BERLUBANG

Operations & Hospitalisation

☑ No, I have never had an operation / been hospitalised

☐ Yes, details below *type of operation / reason · year · hospital & country · fully recovered? ongoing effects?*

Reproductive Health

Using any contraception?	☑ Yes, now	☐ Yes, used to	☐ Never	SUNTIKAN KB - 3 BULAN
Any menstrual problem?	☐ Yes, now	☐ Yes, used to	☑ Never	heavy bleeding / severe pain / irregular cycles

Financial & Debt Declaration

	Y	N	REMARKS
Any outstanding personal loans or debts?	☐	☑	
Any outstanding bank loans or debts?	☐	☑	

Declaration Status

VERIFIED AT INTERVIEW

☑ Applicant declares she is applying voluntarily (not forced, threatened or deceived)

Information as declared by the applicant in the Applicant Declaration & Consent Form. Medical fitness is confirmed by FOMEMA screening after arrival in Malaysia.