

BIO-DATA OF FOREIGN DOMESTIC WORKER (FDW)

*Please ensure that you run through the information within the biodata as it is an important document to help you select a suitable FDW.

(A) PROFILE OF FDW Reference Number: **FL-TRI-006-07-17-SIN**

A1 **Personal Information**

- 1. Name: YUYUN LAELA
- 2. Date of birth: 01 FEB 1972 Age: 45 years old
- 3. Place of birth: Central Indonesia
- 4. Height: 155 cm Weight: 56 kg
- 5. Nationality: Indonesian
- 6. Residential address in home country: Jawa Timur, Central Indonesia
- 7. Name of port / airport to be repatriated to: Juanda - Surabaya Indonesia
- 8. Contact number in home country: _____
- 9. Religion: Muslim
- 10. Education level: Senior High School (SMK)
- 11. Number of siblings: (Number: 05 of 05)
- 12. Marital status: Widowed



- 13. Number of children: 1st child – (Girl) Age: 20 2nd child – (Boy) Age: 18 3rd child – (Girl) Age: 15 4th child – (Boy / Girl) Age: _____ Husband Age: _____ Husband Occupation: _____

A2 **Medical History/Dietary Restrictions**

- 14. Allergies (if any): NIL
- 15. Physical disabilities: NIL
- 16. Dietary restrictions: No Pork No Beef Vegetarian Others: _____

For information & enquiry on this Bio-data, please contact us at: _____ or email: _____

17. Past and existing illnesses (including chronic ailments and illnesses requiring medication):

	Yes	No		Yes	No
i. Mental illness	<input type="checkbox"/>	<input checked="" type="checkbox"/>	vi. Tuberculosis	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii. Epilepsy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	vii. Heart disease	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii. Asthma	<input type="checkbox"/>	<input checked="" type="checkbox"/>	viii. Malaria	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv. Diabetes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ix. Operations	<input type="checkbox"/>	<input checked="" type="checkbox"/>
v. Hypertension	<input type="checkbox"/>	<input checked="" type="checkbox"/>	x. Others: _	-	-

18. Food handling preferences: NO Pork NO Beef Others: _____

A3 Others

19. Preference for Off day: 01 or 02 Off day(s) per month.

If has been working or currently working in Singapore, what was the given Offday frequency: 01 Off day (s) per month

20. Expected Basic Salary: S\$650.00 plus Offday Compensation: \$25.00 (per offday) / S\$50.00 (02 Offday per month)

21. Any experience in handling pets (Dog / Cat), if yes please state: Type of pet - _____
 Breed & Size - _____ Duration of care - _____ Year _____ Months

22. Any other remarks: No experience handling animal and do not want to take care of Pets

(B) EMPLOYMENT HISTORY OF THE FDW

(the more information you can input here, we can understand your working experience and strength)

B1 Employment History Overseas (including Singapore)

Date		Country	Employer	Work Duties	Remarks
From	To	(including FDW's home country)	1. Describe the household size, how many adult & children.	1. Describe the type of house you have worked. 2. If take care children, describe the age & gender. 3. If take care elderly, describe the age, gender & condition (mobile / aided) of the elderly. 4. Describe the job scope & duties, if got cooking, describe the food you can cook.	1. Reason for leaving this employment. (eg.: Finish Contract)
(Year & Month)	(Year & Month)				
Dec 2014	Jul 2017	Singapore (2 years & 7 months)	Chinese Family of all Adult HDB 3 Bedroom	Took care of Ah Ma (terminally ill, bedridden), Ah Kong (Healthy), general housework, marketing & cooking	Renewed Contract and Ah Ma passed away, Employer has no required for Helper so she left to go home MOM Employment History Record

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April 2013	May 2014	Singapore (13 months)	Chinese Family of Adult HDB 3 Bedroom	General housework, marketing & cooking	Employer has no requirement for Helper, she left to go home MOM Employment History Record
Oct 2010	April 2013	Singapore (2 years & 6 months)	Chinese Family of Adult HDB 3 Bedroom	Took care of Ah Kong (terminally ill, bedridden), general housework, marketing & cooking	Renewed Contract and Ah Kong passed away, Employer has no required for Helper so she got transfer to next Employer MOM Employment History Record
Sep 2008	Oct 2010	Singapore (2 years & 1 month)	Chinese Family of Adult HDB 3 Bedroom	General housework, marketing & cooking	Finish Contract and got transfer to new Employer MOM Employment History Record

B2 Employment History in Singapore

Previous working experience in Singapore Yes No

(The EA is required to obtain the FDW's employment history from MOM and furnish the employer with the employment history of the FDW. The employer may also verify the FDW's employment history in Singapore through WPOL using SingPass)

(C) SKILLS OF FDW

C1 Method of Evaluation of Skills

Please indicate the method(s) used to evaluate the FDW's skills (can tick more than one):

- Based on FDW's declaration, no evaluation/observation by Singapore EA or overseas training centre/EA
- Interviewed by Singapore EA
- Interviewed via telephone/teleconference
- Interviewed via videoconference
- Interviewed in person
- Interviewed in person and also made observation of FDW in the areas of work listed in table

S/NO	Areas of Work	Willingness YES / NO	Experience YES / NO If yes, state the no. of years	Assessment / Observation Please state qualitative observations of FDW and/ or rate the FDW (indicate N.A. of no evaluation was done) Poor Excellent... N.A. 1 2 3 4 5 N.A.

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1.	Care of Infants / Children Please specify age range:	YES		4 Willing to handle and take care of young children above 1 year old
2.	Care of Elderly	YES	5 years	5 Able to handle and take care of Elderly who required assistance with their daily chores
3.	Care of Disabled			5 Willing to handle and take care of person who required mobility assistance, wheelchair bound & bedridden person
4.	General Housework	YES		5 General housework, cleaning & ironing
5.	Cooking Please specify cuisines:	YES	Indonesian & Chinese	5 Able to cook Indonesian food and Chinese food.
6.	Language abilities (spoken) Please specify:	YES	English & Bahasa Indonesian	5 for English 5 for Bahasa Indonesian
7.	Other skills, if any Please specify:	YES		

- Interviewed by overseas training centre / EA (Please state name of foreign training centre / EA: _____)
State if the third party is certified (e.g. ISO9001) or audited periodically by the EA: _____
- Interviewed via telephone/teleconference
- Interviewed via videoconference
- Interviewed in person
- Interviewed in person and also made observation of FDW in the areas of work listed in table

S/NO	Areas of Work	Willingness YES / NO	Experience YES / NO If yes, state the no. of years	Assessment / Observation Please state qualitative observations of FDW and/ or rate the FDW (indicate N.A. of no evaluation was done) Poor Excellent... N.A. 1 2 3 4 5 N.A.
1.	Care of Infants / Children Please specify age range:			
2.	Care of Elderly			
3.	Care of Disabled			
4.	General Housework			

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5.	Cooking Please specify cuisines:			
6.	Language abilities (spoken) Please specify:			
7.	Other skills, if any Please specify:			

C2 Feedback from previous employers in Singapore

Feedback was/was not obtained by the EA from the previous employers. If feedback was obtained (attach testimonial if possible), please indicate the feedback in the table below:

	Feedback
Employer 1	

(D) AVAILABILITY OF FDW TO BE INTERVIEWED BY PROSPECTIVE EMPLOYER

- FDW is not available for interview
- FDW can be interviewed by phone
- FDW can be interviewed by video-conference
- FDW can be interviewed in person

(E) OTHER REMARKS

A very experienced helper in elderly care, YUYUN LAELA is able to handle elderly person and person who required medical attention and young children above one year old. She is a good with her English & understand basic chinese. She is patience in dealing with Elderly and good in her working attitude and hardworking. She is wanting to return to work in Singapore to support her family.

FDW Name and Signature and Date

EA Personnel Name: _____

EA Registration Number: _____

Date: _____

I have gone through these 5 page biodata of this FDW and confirm that I would like to confirm her employment with us:

Employer Name and NRIC No.

Date: *****

IMPORTANT NOTES FOR EMPLOYERS WHEN USING THE SERVICES OF AN EA

- Do consider asking for an FDW who is able to communicate in a language you require, and interview her (in person/phone/videoconference) to ensure that she can communicate adequately.
- Do consider requesting for an FDW who has a proven ability to perform the chores you require, for example, performing household chores (especially if she is required to hang laundry from a high-rise unit), cooking and caring for young children or the elderly.
- Do work together with the EA to ensure that a suitable FDW is matched to you according to your needs and requirements.
- You may wish to pay special attention to your prospective FDW's employment history and feedback from the FDW's previous employer(s) before employing her.

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