

BIODATA 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: **AMP-007-07-17-IND**:

Passport:

A1 **Personal Information**

- 1. Name: RIKA SUKMAWATI
- 2. Date of birth: 20 May 1981 Age: 36 years old
- 3. Place of birth: Jakarta, West Java Indonesia
- 4. Height: 155 cm Weight: 70 kg
- 5. Nationality: Indonesian
- 6. Residential address in home country: Tegal, Central Java, Indonesia
- 7. Name of port / airport to be repatriated to: Jakarta/Bandung, Indonesia
- 8. Contact number in home country: _____
- 9. Religion: Muslim
- 10. Education level: Senior High School (SMK)
- 11. Number of siblings: (Number: 01 of 10)
- 12. Marital status: Married
- 13. Number of children: 1st child – (Girl) Age: 17 years old 2nd child – (Boy) Age: 15 years old 3rd child – (Boy) Age: 7 years old 4th child – (Boy / Girl) Age: _____ Husband Age: 38 years old Husband Occupation: Market Hawker
- Father Age: Pass away Mother Age: 58 years old



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 Off day(s) per month.
 If has been working or currently working in Singapore, what was the given Offday frequency: 0 Off day (s) per month

20. Expected Basic Salary: S\$550.00 plus Offday Compensation: S\$66.00 (3 offday compensation per month @ S\$22.00 per offday)

21. Loan Deduction Schedule : S\$2,700.00 over 5.4 months deduction 21a. Bio Data Fee: S\$2,400.00

22. Any experience in handling pets (Dog / Cat), if yes please state: Type of pet - No experience to take care Dog & Cat but is willing to do so Breed & Size - _____ Duration of care - _____ Year Months

23. Any other remarks: _____

(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 (including FDW's home country)	Employer 1. Describe the household size, how many adult & children.	Work Duties 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.	Remarks 1. Reason for leaving this employment. (eg.: Finish Contract)
From (Year & Month)	To (Year & Month)				
2001	2011	Jakarta		Customer Service	

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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.
1.	Care of Infants / Children Please specify age range:			
2.	Care of Elderly			
3.	Care of Disabled			
4.	General Housework			
5.	Cooking Please specify cuisines:			
6.	Language abilities (spoken) Please specify:			
7.	Other skills, if any Please specify:			

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

- Interviewed by overseas training centre / EA (Please state name of foreign training centre / EA: **AMP**)
 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:	YES	Took care of her own child	5 Can be able to handle and take care of Newborn baby & young children
2.	Care of Elderly	YES		4 Willing to handle and take care of Elderly (female only) who required assistance with their daily chores, undergo training in PT
3.	Care of Disabled	YES	Take care of her own grandmother, showering and feeding	3 Willing to handle and take care of person (female only) who required mobility assistance, wheelchair bound & bedridden person.
4.	General Housework	YES		5 General housework, cleaning& ironing
5.	Cooking Please specify cuisines:	YES	Indonesian	3 Able to cook Indonesian food
6.	Language abilities (spoken) Please specify:	YES	English & Bahasa Indonesian	3 for English (learning in PT) 5 for Bahasa Indonesian
7.	Other skills, if any Please specify:	YES		

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	
Employer 2	

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(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

RIKA SUKMAWATI is a mother of three children and she has the experience of taking care of her own children and understand the requirement to take care of new born and young children. She is patience & mild tempered person and is willing to handle female elderly person. She is an well experienced person in doing household chores and good in her working attitude and hardworking. She is wanting to work in Singapore to support her family and for her children future.

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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