

HOUSEKEEPER OF DIPLOMAT/OFFICIAL

JUNE 2025

A. PURPOSE

Work in Japan as private housekeeper of persons holding diplomatic or official status in Japan.

B. REQUIREMENTS (Details→https://www.ph.emb-japan.go.jp/itprtop_en/11_000001_00896.html)

※ Downloadable from this website

APPLICANT'S REQUIREMENTS

- (1) Passport (Holder's signature required)
- (2) Photocopy of Passport(Identification page only)
- (3) Application Form ※ (A facial Photo (4.5×3.5cm) must be attached.)
- (4) Photocopy of employment contract

【In case that you do not have Certificate of Eligibility issued by a Regional Immigration Services Bureau in Japan】

- (5) TB Clearance Certificate(Photocopy,no need original)

EMPLOYER'S REQUIREMENTS

- (6) Invitation Letter ※
- (7) Letter of Guarantee ※
- (8) Photocopy of ID card issued by the Ministry of Foreign Affairs in Japan

【In case that you have Certificate of Eligibility issued by a Regional Immigration Services Bureau in Japan】

- (9) Certificate of Eligibility (Photocopy, no need original)

*** If you received a Certificate of eligibility by email from Japan Immigration, submit a photocopy of the email.**