

JOB OFFER MEMO

To : NURSINTA ANGGRAENI

SA No.:

C-TP23030010

Fr Branch: Tai Po

Sales :

SUSANA CHAN

Please Inform that this applicant has been hired and detail information of employment as follows :

Date of Hiring :

2023-03-27

Expect to HK :

ASAP

Name of applications :

NURSINTA ANGGRAENI

Local agt ref no.: (G929)

Monthly Salary :

4,730.00

Official Day Off :

() Every Sunday , () Fix Weekday , () Arrange by Employer , () Money in stead day off

A) EMPLOYRE'S INFORMATION

Name of Employer :

FONG KWAI CHUNG

Total Members: _____ ppl

No. of Adults :

3

No. of Children :

1 (Aged below 5) _____ (Aged between 5 - 18)

No. of Expecting Baby :

No. of Constant Care :

1

No. of Elderly : 0

Sleeping Arrangment :

[] Own Room [] Sharing with SHARED ROOM WITH 64 YRS OLD LADY

House Area :

954 Sq feet with _____ Room

B) DOMESTIC DUTIES (The following duties are the common tasks that helpers will perform)

☒ General Household

☒ Washing Clothes by Hand/Machines

☒ Cooking

☒ Regular marketing

☐ Accompany kids to and from school

☐ Gardening

☐ Car washing

☐ Taking care of Kids

☐ Taking cares of Pets

☒ Taking care of Sickness and Disable

☒ Ironing

☒ Learning Cantonese

Others (please specify) : 1. NEED TO TAKE CARE DISABLE MAN, NEED TO HELP HIM TAKE A BATH, CHANGE CLOTHES AND

Clean when go to toilet.

C) CHARACTER REQUESTS (Please tick the appropriate boxes)

☒ sincerely love all of the family members

☒ Do not be stubborn

☒ Be an obedient helper

☒ Do not argue with anyone

☒ accept life as a housemaid

☒ Be a nice gentle and honest person

☒ Do not give personal problems to employer

☒ Don't open the door for strangers and your friends

☒ Do not use the telephone or mobile phone

☒ Be easy to teach

D) SPECIAL REQUEST / FROM EMPLOYER :

1) Holiday is arrange by employer. If no holiday is given, employer will compensate with money.

2) Helper MUST NOT make personal phone calls or text msgs during working hours.

3) Helper MUST NOT disclose employer's privacy include address & contact numbers to friends or neighbours.

4) Helper MUST NOT borrow money from any financial company or people.

5)

6)

7)

8)

Please Provide the following details as (Barangay/Town/City/Province/Region)

Full residence address : _____

Emergency contact Person name & Relationship : _____ contact number : _____

Mother Name: _____ /Husband Name: _____ Tel: _____

By signing below I consent that I fully understand and accept the above job details and conditions.



Confirmed by Helper

Confirmed by Employer

Company Chop