



# PT. GRAHA MITRA BALINDO

INDONESIAN LABOR SUPPLIER

(SIPPTKI No. 286 Tahun 2019)

Jl. Ir. H. Juanda No.68 RT.02 RW.04 Kel. Pakembaran Kec. Slawi Kab. Tegal, Jawa Tengah, Indonesia

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HONGKONG - TAIWAN - SINGAPURA - MALAYSIA - BRUNEI

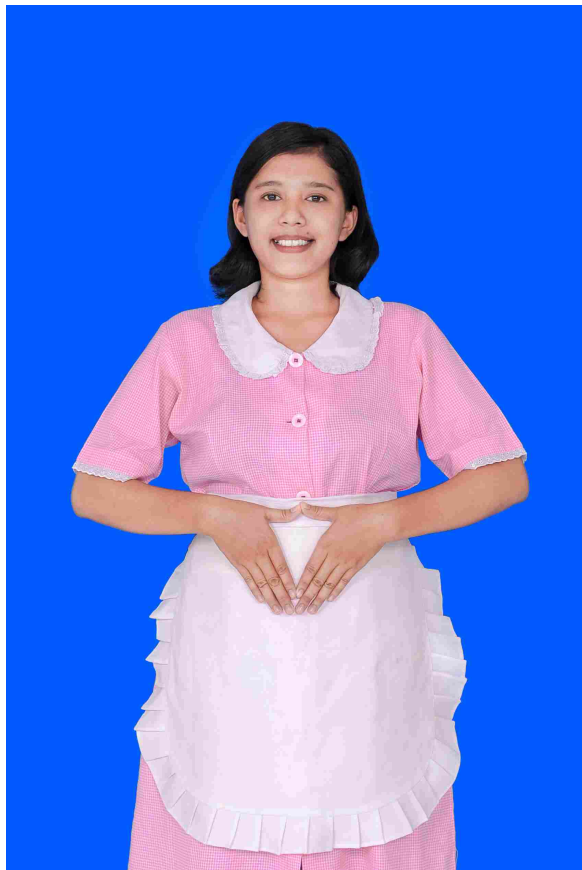
## BIO-DATA OF FOREIGN DOMESTIC WORKER (FDW)

\*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

#### A1 Personal Information

1. Code : K4131
2. Name : Septiani Novita
3. Date Of Birth : 14 September 1993 Age : 29
4. Place Of Birth : Kendal
5. Height & Weight : 152 cm 53 kg
6. Nationality : Jawa/Indonesia
7. Residential address in home country : Desa Sambongsari Rt. 002 Rw. 001 Kec. Weleri Kab. Kendal
8. Name of port / airport to be repatriated to : Soekarno Hatta Airport
9. Contact number in home country : 083101468640
10. Religion : Moeslim
11. Education level : Senior High School
12. Number of siblings : 1
13. Marital status : Married
14. Number of children : 1
- Age(s) of children (if any) : 4yo



#### A2 Medical History/Dietary Restrictions

Allergies (if any) : N/A

- i. Mental illness  
☐ YES ☒ NO
- ii. Epilepsy  
☐ YES ☒ NO
- iii. Asthma  
☐ YES ☒ NO
- iv. Diabetes  
☐ YES ☒ NO
- v. Hypertension  
☐ YES ☒ NO
- vi. Tuberculosis  
☐ YES ☒ NO

- vii. Heart disease  
☐ YES ☒ NO
- viii. Malaria  
☐ YES ☒ NO
- ix. Operations  
☐ YES ☒ NO

Others : N/A

Physical disabilities : N/A

Dietary restrictions : N/A

Food handling preferences

☐ No Pork ☐ No Beef

Other : N/A

### A3 Other

Preference for rest day : N/A

Any other remarks : N/A

## (B) SKILLS OF FDW

### B1 Methods of Evaluation of Skills

- ☒ 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:  <u>N/A</u>	NO	NO	Rate : 0
2	Care of elderly	NO	NO	Rate : 0
3	Care of disabled	NO	NO	Rate : 0
4	General housework	NO	NO	Rate : 0

5	Cooking  Please specify cuisines:  <u>N/A</u>	NO	NO	Rate : 0
6	Language  Please specify:  <u>N/A</u>	NO	NO	Rate : 0
7	Other skills, if any  Please specify:  <u>N/A</u>	NO	NO	Rate : 0

**(C) EMPLOYMENT HISTORY OF FDW**

**C1 Employment History Overseas**

Date		Country (including FDW's home country)	Employer	Work Duties	Remarks
From	To				
2020	2022	SEMARANG	4 PERSON, SIR 57YO, 54YO, CHILDREN 25YO, 22YO	JOB : CLEANING, WASHING, IRONING, COOKING	

**C2 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)

**C3 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:

Date	Country (including FDW's home country)
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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**

\_\_\_\_\_  
FDW Name and Signature  
Date :

\_\_\_\_\_  
EA Personnel Name and Registration Number  
Date :

I have gone through the 4 page biodata of this FDW and confirm that I would like to employ her

\_\_\_\_\_  
Employer Name and NRIC No.  
Date:

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**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.