

Job Scope Sheet for Foreign Domestic Worker



Staff: Purni on 20/7

This job scope sheet pertains to the job offer made by the Employer to the FDW. It shall be translated into the FDW's language and given to her before she signs the employment contract.

Particulars of Parties

The Employer

Full Name: Huang Yangqing NRIC/Passport No.: M4262702R

- ☒ New
☐ Reselect
☐ Replacement

The Foreign Domestic Worker (FDW)

Full Name: Sumnu (Code: Chau) Passport No.: _____

P/P Ready Date: Any

Job Scope

Persons in household of Employer's family:

- 4 adults BASIC: XSD
 _____ young adults aged 13 to 18 +H
1 children aged 5 to 12 (Mum Done)
 _____ children aged between 3 to 5
1 infants/babies below 3
 _____ person(s) requiring constant care and attention (excluding babies)

The FDW shall be required to perform domestic duties as follows (to tick where applicable):

- ☒ Household chores
☒ Cooking
☐ Looking after aged person(s) in the household [constant attention is *required/not required]
☒ Baby-sitting
☒ Child-minding
☐ Others (please specify): _____

Place of Work (to tick where applicable):

a) House Type:

- ☐ Landed Property
☒ Condominium/ Private Apartment
☐ HDB 5-room or larger
☐ HDB _____-Room Flat (specify no. of rooms)
☐ Others _____ (specify)

b) Number of Bedrooms in the house: 5

08/7
 Signature of FDW

