宜家 VIVA
僱傭 Employment

九龍太子彌敦道 749 號歐亞銀行大廈 12 樓 C 室
Room C, 12th floor, European Asian Bank Building, 749 Nathan Road, Prince Edward, Kowloon
Tel: 27890332

荃灣沙咀道 112 號地下 D1 鋪
Address: Room D1, G/F, Sha Tsui Road 11, Tsuen Wan
Tel: 28081112

離開僱主日期 Move Out Date		証到期日 Visa Last Date		合約狀況 Contract Status	

Code H-13333-1783

Applicants Information Sheet 申請人資料

Name 姓名		Age 年齡 / Date of Birth 出生日期	28 / 1998
Nationality 國籍	印尼 INDONESIAN	Zodiac 生肖 / Constellation 星座	虎 TIGER / 獅子座 LEO
Gender 性別	F	Marital Status 婚姻狀況	MARRIED 已婚
Education 學歷	初中 JUNIOR HIGH	Height 身高	156
Religion 宗教	回教 MOSLEM	Weight 體重	56
In the Family No.在家排行	2	Son / Age 兒子數目/年齡	1 / 11 YRS O
Brother / Sister 兄弟姊妹	/ 1	Daughter / Age 女兒數目/年齡	1 / 4 YRS O
Address 地址	WARENG KAWO RT/RW 001/001 DESA KAWO KEC.PUJUT		

Working Experience 工作經驗

Care of Baby	照顧嬰兒	✓
Care of Toddler	照顧幼兒 (1-3)	✓
Care of Child	照顧小孩 (3-12)	✓
Care of Elderly	照顧老人	✓
Care of Disabled	照顧傷殘人士	✓
Care of Bedridden	照顧卧床人士	
Care of Pet	照顧寵物	✓
Household Works	家務	✓
Car Washing	洗車	✓
Gardening	打理花園	✓
Cooking	烹飪	✓
Driving	駕駛	

Overseas Experience 海外工作經驗

Hong Kong	香港	
Singapore	新加坡	
Taiwan	台灣	
Malaysia	馬來西亞	
Middle East	中東	2 YRS
Other	其他	
Home Country	原住地	

Language Skills 語言能力

	Poor 差	Fair 平	Good 好
國語 Mandarin	_____	_____	_____
廣東話 Cantonese	_____	✓	_____
英語 English	_____	_____	_____



Remark 備註

WORK EXP 2 YEARS IN MEDDLE EAST TAKE CARE HELT ELDERLY.

Previous Employment Record 工作紀錄 1

Country 工作地點	ARAB	Salary 薪金	
Duration 工作期間	2018 to 2020	Total people to serve 總服務人數	2
Termination Reason 離開原因	FINISHED CONTRACT	Working Area 工作面積	
Nationality 國籍	ARABIAN	No. of Workers 外傭數目	1

	Care of Baby	照顧嬰兒	Yrs 歲		Care of Toddler	照顧幼兒 (1-3)	Yrs 歲
	Care of Child	照顧小孩 (4-12)	Yrs 歲	✓	Care of Elderly	照顧老人	60 YRS O Yrs 歲
	Care of Disabled	照顧傷殘人士	Yrs 歲		Care of Bedridden	照顧卧床人士	
	Care of Pets	照顧寵物		✓	Household Works	家務	
✓	Car Washing	洗車			Gardening	打理花園	
✓	Cooking	烹飪			Driving	駕駛	

Previous Employment Record 工作紀錄 2

Country 工作地點		Salary 薪金	
Duration 工作期間	to	Total people to serve 總服務人數	
Termination Reason 離開原因		Working Area 工作面積	
Nationality 國籍		No. of Workers 外傭數目	

	Care of Baby	照顧嬰兒	Yrs 歲		Care of Toddler	照顧幼兒 (1-3)	Yrs 歲
	Care of Child	照顧小孩 (4-12)	Yrs 歲		Care of Elderly	照顧老人	Yrs 歲
	Care of Disabled	照顧傷殘人士	Yrs 歲		Care of Bedridden	照顧卧床人士	
	Care of Pets	照顧寵物			Household Works	家務	
	Car Washing	洗車			Gardening	打理花園	
	Cooking	烹飪			Driving	駕駛	

Previous Employment Record 工作紀錄 3

Country 工作地點		Salary 薪金	
Duration 工作期間	to	Duration 工作期間	
Termination Reason 離開原因		Working Area 工作面積	
Nationality 國籍		No. of Workers 外傭數目	

	Care of Baby	照顧嬰兒	Yrs 歲		Care of Baby	照顧嬰兒	Yrs 歲
	Care of Child	照顧小孩 (4-12)	Yrs 歲		Care of Elderly	照顧老人	Yrs 歲
	Care of Disabled	照顧傷殘人士	Yrs 歲		Care of Bedridden	照顧卧床人士	
	Care of Pets	照顧寵物			Household Works	家務	
	Car Washing	洗車			Gardening	打理花園	
	Cooking	烹飪			Driving	駕駛	

Other Question 其他問題

		Yes 是	No 否
1.	Do you eat pork? 你會否食豬肉?		✓
2.	Accept Day-off not on Sunday? 接受假日不在星期日?	✓	
3.	Sharing a room with babies / children / elder? 你願意和小孩/嬰兒/長者同房嗎?	✓	
4.	Do you afraid of dog or cat? 你會害怕狗或貓?		✓
5.	Do you smoke? 你會抽煙嗎?		✓
6.	Do you drink alcohol? 你會喝酒嗎?		✓
7.	Do you handle and cook pork? 你會處理或烹調豬肉嗎?	✓	

Declaration by Applicant

I agree and will be responsible for any publication of above information. I hereby confirm that all information and answer give to me is to the best of my knowledge.
"The applicant gives all information with No responsibility holding by our company." "以上資料由申請者提供，任何法律責任與宜家僱傭服務有限公司無關。"

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Ref 編號 ：

第五部份 ： 個人資料收集聲明 PART 5 : PERSONAL INFORMATION STATEMENT

(i) 收集目的聲明

Statement of purpose

向你收集所得的資料會被用於以下用途：辦理聘請外籍家庭傭工申請時所需文件或個人資料，包括入境處/及領事館要求的額外文件、核實閣下身份、處理閣下的查詢，爲閣下提供關於所查詢服務的進度/最新資訊、向閣下提供服務及處理閣下已經使用的服務、在閣下提出服務的查詢時爲閣下提供協助，包括調查和解決影響服務質素的問題、向閣下發出關於使用本公司服務的帳單、回應閣下關於本公司服務的查詢或投訴、備存記錄以作參考、本公司的任何服務之推廣和宣傳、協助本公司預防發生欺詐或罪案、在有需要時聯絡閣下、法例要求或准許之披露的事項。個人相片、(*Website www.vivamaid.com.hk)可能會於我們的網站公開以協助僱主挑選合適人選。

The information collected from you will be used for the following purposes: to apply for documents or personal information required to hire foreign domestic helpers, including additional documents required by the Immigration Department and Consulate, to verify your identity, to process your inquiries, About the progress / up-to-date information of the services being consulted, to provide you with services and to deal with the services you have already used, to assist you in making inquiries about your services, including the investigation and resolution of issues affecting the quality of service, The Company's services, in response to your inquiries or complaints about the services of the Company, keep records for reference and any promotion and publicity of any of the Company's services to assist the Company in the prevention of fraud or crime and, if necessary, Any matter required by law to require or permit disclosure.

(ii) Statement as to whether it is obligatory or voluntary for the job-seeker to supply his/her personal data

Pernyataan mengenai apakah memberikan data pribadi merupakan suatu keharusan atau pilihan sukarela bagi pencari kerja.

Please note that it is mandatory for you to provide the personal data in the following sections of this form: Part I/II/III/IV*. We may not be able to provide you with placement services in the absence of the aforesaid information. Please note that it is optional for you to provide the personal data in Part I/II/III/IV* of this form

Harap dicatatbahwa merupakan keharusan bagi anda untuk memberikan data pribadi di bagianbagian dari formulir di bawah ini Bagian I/II/III/IV*. Kami mungkin tidak akan dapat memberikan jasa penempatankerja jika tidak ada informasi tersebut di atas. Harap dicatatbahwa merupakan pilihan sukarela bagi anda apakah mau memberikan data pribadi di BagianI/II/III/IV * dari formulir ini.

(iii) Statement of possible transferees

Pernyataan mengenai kemungkinan transfer informasi

For the purposes of providing the aforesaid service(s) to you, the information collected from you may be transferred to law enforcement agencies, government departments, regulators, other institutions required by the courts or the law, overseas employment agencies, prospective employers, banks or credit card companies, professional advisors (including lawyers and auditors) [Insert descriptions of the classes of transferees by their distinctive features].

Untuk tujuan memberikan jasa yang disebutkan di atas kepada anda, informasi yg didapatkan dari anda bisa ditransfer ke instansi pemerintahan di Hong Kong/Indonesia ataupun pengadilan / pt yang ad di Indonesia , ataupun menyerahkan pada majikan , ataupun pihak bank , ataupun kreditkard (atm), ataupun pihak notaris / pengacara.

(iv) Statement of rights of access, correction and contact details

Pernyataan tentang hak untuk mengakses, membetulkan dan detil kontak

You have the right to request access to and correction of information held by us about you. If you wish to access or correct your personal data, please contact *email cs@vivamaid.com.hk .

Anda memiliki hak untuk meminta akses dan membetulkan informasi mengenai anda yg kami simpan. Jika anda ingin mengakses atau membetulkan data pribadi anda, harap email di cs@vivamaid.com.hk .

(v) Direct marketing

Pemasaran langsung

Your name, phone number and home address collected by us will be used for providing you with theinformation about our employment agency services. We cannot use your personal data unless we received your consent or indication of no objection. If you agree to the above, please tick the box below :

Nama, nomor telepon dan alamat rumah anda yg disimpan oleh kami akan dipakai untuk memberi anda informasi mengenai pelayanan dari agensi penempatan kerja kami [tujuan pemasaran lain nya bisa disebutkan di sini jika ada / cocok dengan situasi nya]. Kami tidak dapat memakai data pribadi anda kecuali jika kami mendapatkan persetujuan dari anda atau isyarat dari anda bahwa anda tidak keberatan. Jika anda setuju dengan yang di atas, harap anda beri tanda koreksi di kotak di bawah ini :

☑ I have no objection to the proposed use of my personal data as stated above.

(If such personal data will be transferred to a third party for direct marketing purposes, additional information should be provided in the above sample text.)

Saya tidak keberatan terhadap pemakaian data pribadi saya seperti yang diusulkan dan disebutkan di atas.

(kalua data peribadi ini akan dipindahkan ke pihak ketiga untuk tujuan pemasaran langsung, informasi tambahan harus disediakan di contoh tulisan diatas)

☑ I agree that th employment agency may publicly post, display or disclose my persomal data as specified above through the channel(s) set out above.

_____

Signature of Job Seeker

(Name Nama ： _____)

Date Tgl ： _____