

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

Ref No: PF1616

SUMMARY

Type	Fresh / Ex-Spore / Transfer
Salary/	\$600.00
Rest days per month	Weekly
Loan	2 months
Off-in-lieu Allowance	\$23.08
Arrival	N/A
Preference	No preference
Remarks	Available for face-to-face interview & transfer in August 2016.



A1 Personal Information

Name	Gina Olivar Diwalay			Age	38	Nationality	Filipino
Date of Birth	30 Oct 77	Height	1.49 m	Weight	40 kg	Educational Level	High School
Religion	Catholic	Marital Status	Married	No. of Children	1	Age	11
Position in Siblings	3	No of Brothers	2	Age	44, 41	No of Sisters	1
						Age	37
Residential address in home country				Place of Birth			
				Kibawe Bukidnon			
Name of port/airport to be repatriated to			Manila International Airport		Contact no. in home country		xxxxxxx

A2 Medical History/Dietary Restrictions

14. Allergies(if any): Nil known

15. Past and existing illnesses (including chronic ailments and illnesses requiring medication):

	Yes	No		Yes	No
i. Mental illness	<input type="checkbox"/>	<input type="checkbox"/>	vi. Tuberculosis	<input type="checkbox"/>	<input type="checkbox"/>
ii. Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>	vii. Heart disease	<input type="checkbox"/>	<input type="checkbox"/>
iii. Asthma	<input type="checkbox"/>	<input type="checkbox"/>	viii. Malaria	<input type="checkbox"/>	<input type="checkbox"/>
iv. Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	ix. Operations	<input type="checkbox"/>	<input type="checkbox"/>
v. Hypertension	<input type="checkbox"/>	<input type="checkbox"/>	x. Others	<input type="checkbox"/>	<input type="checkbox"/>
16. Physical disabilities:	-				
17. Dietary restrictions:	-				

18. Food handling preferences

☐

No pork

☐

No beef

☐

Others:

-

A3 Others

19. Preference for rest day

(See summary section)

20. Any other remarks

(See summary section)

(B) SKILLS OF FDW**B1 Method of Evaluation of Skills**

Please indicate the method(s) used to evaluate the FDW's skills (can tick more than one):

☐

Based on FDW's declaration, no evaluation/observation

☐

Interviewed by Singapore EA or overseas training centre/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	Area of Work	Willing 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) PoorExcellent...N.A 1 2 3 4 5 N.A
1	Care of infants/children Please specify age range: <u>No preference</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <u>9yrs+</u> <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>
2	Care of elderly	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <u>2yrs+</u> <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>
3	Care of disabled	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>
4	General Housework	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <u>9yrs+</u> <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>
5	Cooking Please specify cuisine: <u>Chinese, Western & Filipino</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <u>9yrs+</u> <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>
6	Language abilities (Spoken) Please specify: <u>Tagalog & English</u>	<div style="text-align: center;">X</div>	<input type="checkbox"/> Yes _____ <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>
7	Other skills, if any please specify: <u>simple sewing</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>

				1	2	3	4	5	NA
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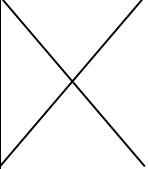
☐ Interviewed by overseas training centre / EA (Please state name of foreign training centre / EA: _____)
 State if the third party is certified (e.g. ISO9001) or audited periodically by the EA: _____

☐ 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	Area of Work	Willing 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. if no evaluation was done) PoorExcellent...N.A 1 2 3 4 5 N.A
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5	Cooking Please specify cuisine: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>
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7	Other skills, if any please specify: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ <input type="checkbox"/> No	<div> <input type="checkbox"/> Poor <input type="checkbox"/> Average <input type="checkbox"/> Excellent <input type="checkbox"/> NA </div> <div> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> NA </div>

(C) Employment History of the FDW

C1 Employment History Overseas

Date		Country	Employer	Work Duties	Remarks
From	To				
10/2006-07/2009		Singapore	Worked for a Chinese family of eight (working couple, parents, brother and three children aged 12, seven and four). The family lived in a landed terrace.	-Conducted general household chores, i.e. washing, cleaning, ironing etc.; -Took care of the children; -Took care of the employer's elderly parents; & -In-charge of marketing and meal preparations for the family.	Finished two years and nine months of service. She went back to the Philippines for a short break.
07/2009-12/2009		Singapore	Worked for a Chinese family of three (working couple with a seven-year-old son). The family lived in an apartment.	-Conducted general household chores, i.e. washing, cleaning, ironing etc.; -Took care of the child who was autistic; & -In-charge of meal preparations for the family.	She requested for transfer due to difficulties in taking care of the child.
04/2010-03/2012		Singapore	Worked for a Chinese family of four (working couple with two children aged four and two). The family lived in an apartment.	-Conducted general household chores, i.e. washing, cleaning, ironing etc.; -Took care of the children; & -In-charge of meal preparations for the family.	Finished two-year contract. The employer released her for transfer as they no longer needed a helper.
03/2012-07/2013		Singapore	Worked for a British family of five (couple with three children aged 13, five and three). The family lived in an apartment.	-Conducted general household chores, i.e. washing, cleaning, ironing etc.; -Took care of the children; -Took care of two dogs; & -In-charge of meal preparations for the family.	Finished one year and four months of service. She was released for transfer as the employer went back to the UK for good.

07/2013-present	Singapore	Works for an Australian family of four (working couple with two children aged eight and five). The family lives in an apartment.	-Conducts general household chores, i.e. washing, cleaning, ironing etc.; -Takes care of the children; & -In-charge of meal preparations for the family.	Finishing three years of service. The employer is releasing her for transfer as they are going back to Australia for good.
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C2 Employment History Singapore

Previous working experience in Singapore ☐ Yes (Work Permit No: xxxxxxxx) ☐ 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:

Feedback	
Employer 1	
Employer 2	

(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

Available for face-to-face interview and transfer.

Gina Olivar Diwalay
FDW Name and Signature
Date: 25 May 2016

Netty Chu Pei Pei (R1108528)
EA Personnel Name and Registration Number
Date: 25 May 2016

I have gone through the 5 pages biodata of this FDW and confirm that I would like to employ her.

Employer Name and NRIC No.
Date:

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.