

Reference no: **JL - 2020**  
 Country of origin of FDH : **SRI LANKA**  
 Position applied for: **FOREIGN DOMESTIC HELPER (FDH)**

| (A) FDH'S PERSONAL INFORMATION             |                                  |           |          | FULL BODIED PHOTO                                                                   |  |  |  |
|--------------------------------------------|----------------------------------|-----------|----------|-------------------------------------------------------------------------------------|--|--|--|
| Name of FDH                                | HAPANPILIGE DILHANI JAYAWARDHANA |           |          |  |  |  |  |
| Date of Birth                              | 22/06/1989                       | Age       | 31 YEAR  |                                                                                     |  |  |  |
| Ethnic                                     | SINGHALESE                       | Religion  | BUDDHIST |                                                                                     |  |  |  |
| Marital Status                             | MARRIED                          | Education | A/L      |                                                                                     |  |  |  |
| Height                                     | 5'1'                             | Weight    | 54 KG    |                                                                                     |  |  |  |
| Mobile Phone                               |                                  | Residence |          |                                                                                     |  |  |  |
| Address                                    | PERADENIYA, SRI LANKA            |           |          |                                                                                     |  |  |  |
| (B) FAMILY INFORMATION                     |                                  |           |          |                                                                                     |  |  |  |
| Name of Spouse                             |                                  |           |          |                                                                                     |  |  |  |
| No of Children                             | 01                               | Ages      |          |                                                                                     |  |  |  |
| (C) MEDICAL HISTORY / DIETARY RESTRICTIONS |                                  |           |          |                                                                                     |  |  |  |
| Allergies / Dietary Restrictions (if any)  | NO                               |           |          |                                                                                     |  |  |  |
| Physical Disabilities (if any)             | NO                               |           |          |                                                                                     |  |  |  |
| (D) LANGUAGE PROFICIENCY                   |                                  |           |          |                                                                                     |  |  |  |
| LANGUAGE                                   | SPOKEN                           | WRITTEN   | REMARKS  |                                                                                     |  |  |  |
| Tamil                                      | NO                               | NO        |          |                                                                                     |  |  |  |
| Singhalese                                 | YES                              | YES       |          |                                                                                     |  |  |  |
| English                                    | FAIR                             | FAIR      |          |                                                                                     |  |  |  |
| Malay / Chinese / Others                   | NO                               | NO        |          |                                                                                     |  |  |  |
| (E) VOCATIONAL ATTAINMENT                  |                                  |           |          |                                                                                     |  |  |  |
| Course Particulars                         |                                  |           |          |                                                                                     |  |  |  |

| <b>(F) PREVIOUS OVERSEAS / LOCAL EMPLOYMENT</b> |            |               |                                                        |                    |         |
|-------------------------------------------------|------------|---------------|--------------------------------------------------------|--------------------|---------|
| #                                               | Country    | Position Held | Duration                                               | Reason for Leaving |         |
| 1                                               |            |               |                                                        |                    |         |
| 2                                               |            |               |                                                        |                    |         |
| 3                                               |            |               |                                                        |                    |         |
| 4                                               |            |               |                                                        |                    |         |
| 5                                               |            |               |                                                        |                    |         |
| <b>(G) SKILLS OF FDH (Part 1)</b>               |            |               |                                                        |                    |         |
| <b>DOMESTIC CHORES</b>                          |            |               | <b>COOKING</b>                                         |                    |         |
| Area of chore                                   | Experience | Willing       | Type of dish                                           | Experience         | Willing |
| Operate washing machine                         | YES        | YES           | Sri Lankan                                             | YES                | YES     |
| Operate gas stove                               | YES        | YES           | Indian                                                 | NO                 | YES     |
| Operate vacuum cleaner                          | YES        | YES           | Malay / Chinese                                        | NO                 | YES     |
| Operate microwave oven                          | YES        | YES           | Western                                                | NO                 | YEA     |
| Ironing of clothes                              | YES        | YES           | Arabic                                                 | NO                 | NO      |
| Mopping of floor & windows cleaning             | YES        | YES           | Noodles                                                | YES                | YES     |
| Operate electrical appliances                   | YES        | YES           | Others :                                               |                    |         |
| <b>(H) SKILLS OF FDH (Part 2)</b>               |            |               |                                                        |                    |         |
| <b>BABYCARE / CHILD CARE</b>                    |            |               | <b>PERSONAL CARE</b>                                   |                    |         |
| Nature of task                                  | Experience | Willing       | Nature of task                                         | Experience         | Willing |
| Infant (newly born to 12 months)                | YES        | YES           | Elderly (Assistance)                                   | NO                 | YES     |
| Children ( 1 to 15 years old)                   | YES        | YES           | Elderly (Dependent)<br>• Bedridden / Disable / Invalid | NO                 | NO      |
| Special child                                   | NO         | NO            | Senile patient care                                    | NO                 | NO      |
| Care for more than 6 children                   | NO         | NO            | Male patient care                                      | NO                 | NO      |
| Additional details:                             |            |               | Additional details:                                    |                    |         |

|                                            |                                                        |   |                           |                     |                           |                  |
|--------------------------------------------|--------------------------------------------------------|---|---------------------------|---------------------|---------------------------|------------------|
| <b>(I) CONTACT PERSON DURING EMERGENCY</b> |                                                        |   |                           |                     |                           |                  |
| Name                                       |                                                        |   |                           | Relationship to FDH |                           |                  |
| Address                                    | PERADENIYA, SRI LANKA                                  |   |                           | Mobile No.          |                           |                  |
| <b>(J) NEAREST POLICE STATION</b>          |                                                        |   |                           |                     |                           |                  |
|                                            |                                                        |   |                           | Telephone No        |                           |                  |
| <b>(K) JOB PREFERENCES</b>                 |                                                        |   |                           |                     |                           |                  |
| <b>JOB DESCRIPTION</b>                     |                                                        |   |                           |                     |                           | Task Acceptances |
|                                            |                                                        |   |                           |                     |                           | <b>Yes / No</b>  |
| 1                                          | Domestic Chores                                        | + | Children                  |                     |                           | <b>YES</b>       |
| 2                                          | Domestic Chores                                        | + | Children                  | +                   | Infant care               | <b>YES</b>       |
| 3                                          | Domestic Chores                                        | + | Children                  | +                   | Elderly care (Assistance) | <b>NO</b>        |
| 4                                          | Domestic Chores                                        | + | Elderly care (Assistance) |                     |                           | <b>YES</b>       |
| 5                                          | Domestic Chores                                        | + | Elderly care (Dependent)  |                     |                           | <b>NO</b>        |
| 6                                          | Domestic Chores                                        | + | Children                  | +                   | Elderly care (Dependent)  | <b>NO</b>        |
| 7                                          | Care for pet (care for dog not allowed for Muslim FDH) |   |                           |                     |                           | <b>YES</b>       |

**DEFINITION**

- Infant care (newly born to 12 months)
- Children (1 to 15 years) (e.g. Food preparation, bathing, feeding, companionship etc.)
- Elderly care (Assistance) (e.g. Food preparation, medication reminder, companionship etc.)
- Elderly care (Dependent) (e.g. Bathing, feeding, changing, toiletry etc.)
- Domestic chores (As per item (G) – Part 1, Domestic chores and Cooking)
- Task acceptances – Yes Domestic helper agreed to perform the Job description listed
- Task acceptances – No Domestic helper do not want to perform the Job description listed

**NOTE:** Gardening, washing vehicle and pet care are not domestic chores

**Disclaimer:** The information provided herein in this Bio Data by the Foreign Domestic Helper (FDH) is intended as a guide only to prospective employer and should not be used as the primary basis of employing the person. You should be aware that employing a FDH carry risks. It is important for you to understand the limitations, implications and possible financial losses before making any decision. Hence, you are solely responsible for deciding whether or not to employ the FDH as it involves individual objectives or needs. Whilst, Agensi Pekerjaan Job Master Sdn Bhd as a service provider makes every effort to ensure the accuracy of the information provided herein, however, we do not warrant, endorse or guarantee as to the competency or skills level, character and behaviour of the FDH employed by you through the use of the services of Agensi Pekerjaan Job Master Sdn Bhd.

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I have gone through this 4 pages bio data and accept the disclaimer clause mentioned above. I hereby confirm that I would like to select this FDH for employment as my domestic helper.

Name of Client :

NRIC / Passport No :

Date : .....

(Signature of Client)