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**HOUSEKEEPER APPLICATION**

**Thank you for giving us the opportunity to find you a Housekeeper**

**FAMILY INFORMATION**

Family Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**HOUSEKEEPER REQUIREMENTS**

**Please describe in detail the expected duties including the number of rooms in the house.**

**Please describe any other requirements you may have and the type of person you may have in mind (Age, Experience, Education, Skills, Preferred languages etc.).**

**If this is to be a live-in position, please describe in detail the accommodations you will provide:**

**Please describe any household pets:**

**WORK SCHEDULE, SALARY & BENEFITS**

**Normal Work Schedule:**

**Mon Tue Wed Thu Fri Sat Sun**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Start: |  |  |  |  |  |  |  |
| End: |  |  |  |  |  |  |  |
| Total hrs: |  |  |  |  |  |  |  |

**Please note: Any work on Sundays will be by agreement between the parties from time to time. If the employee works on a Sunday, she shall be paid double the wage for each hour worked.**

**Expected Monthly/ Daily Rate Offered:**

**OTHER INFORMATION**

**When will you need the Housekeeper to start? Live-in or live-out?**

**PLEASE NOTE:**

**All placement fees must be paid in full, 7 days from the date of invoice. Invoice is submitted on the date of decision to employ, not on date of commencement of employment. Should the fees not be paid Clementines Au pairs reserves the right to instruct the chosen Housekeeper not to commence work until such fees have been paid and POP has been emailed to us.**

***All the information on this application is accurate.***

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**All payments to be paid directly into our account as follows:**

|  |
| --- |
| **NAME: CLEMENTINES AU PAIRS AND NANNY AGENCY**  **BANK: FNB**  **ACCOUNT No.: 62834185622**  **BRANCH: NORTHGATE**  **BRANCH CODE: 256755** |