

Reg. No. LM-682  
Date March 19, 2018

### APPLICANT'S QUALIFICATION HIGHLIGHTS

Name ARLENE BANIAGA  
Status SINGLE  
Age 35  
Height 4'11"  
Weight 50 KGS.  
Educational Attainment COLLEGE GRADUATE  
Complexion TANNED  
Special Skills GENERAL HOUSEKEEPING



### INTERVIEW APPRAISAL

**GOOD**

Facial Expression GOOD  
Personality GOOD  
Communication GOOD

### WORKING PREFERENCES

WASHING  
BEST .....  
CLEANING  
2ND BEST .....  
IRONING  
3RD BEST .....  
CARE OF CHILDREN  
4TH BEST .....  
TUTORING CHILDREN  
5TH BEST .....  
CARE OF BABIES  
6TH BEST .....  
CARE OF DISABLED  
7TH BEST .....  
COOKING  
8TH BEST .....

Reasons in working as Domestic Helper

To earn money for the future.



**APPLICANT'S INFORMATION SHEET**

Name Arlene S. Bamaga Nationality Pilipino  
 Age 35 Sex Female Height 4'11" Weight 50 kls  
 Date of Birth August 30, 1982 Place of Birth Sagid, Mankayan, Benguet  
 Contact Address Sagid, Mankayan, Benguet Tel.                       
 Home Address Sagid, Mankayan, Benguet Tel.                       
 Civil Status  single  married  separated  widow Date of Marriage                       
 Religion UCCP Language Spoken                       
 Father's Name Manyer T. Bamaga Age                      Occupation deceased  
 Mother's Name Soledad S. Bamaga Age 59 Occupation Vendor  
 Husband's Name                      Age                      Occupation                       
 Number of brothers 2 Ages 31, 21  
 Number of sisters 2 Ages 26, 24  
 Number of children                      Ages                     

**EDUCATIONAL ATTAINMENT**

	<u>Name of School</u>	<u>Year Completed</u>
Elementary:	<u>Palatong Elementary School</u>	<u>                    </u>
High School:	<u>Leganto National High School - Annex Palatong</u>	<u>                    </u>
College:	<u>Cordillera Career Development College (CCDC)</u>	<u>                    </u>
Course Completed	<u>BS Commerce</u>	Other Training <u>                    </u>

**WORKING EXPERIENCE:**

<u>Name of Employer</u>	<u>Nationality</u>	<u>Dates</u>	<u>Duties</u>
<u>Yip Kar man Michelle</u>	<u>Chinese</u>	<u>10-23-15-08-25-17</u>	<u>Domestic helper</u>
<u>Cheng Huichan</u>	<u>Chinese</u>	<u>01-19-17-08-06-17</u>	<u>Domestic helper</u>
<u>Gemma Mangina</u>	<u>Pilipino</u>	<u>01-15-12-10-15-14</u>	<u>House helper</u>

State in the columns below which of the following duties you do best, second best, etc.:

Cooking Ironing	Care of Babies Care of Disabled	Washing Cleaning	Care of Young Children Tutoring Children
Duties	Rating	Duties	Rating
<u>Washing</u>	<u>Best</u>	<u>Tutoring children</u>	<u>5th Best</u>
<u>Cleaning</u>	<u>2nd Best</u>	<u>Care of babies</u>	<u>6th Best</u>
<u>Ironing</u>	<u>3rd Best</u>	<u>Care of disabled</u>	<u>7th Best</u>
<u>Care of Young children</u>	<u>4th Best</u>	<u>Cooking</u>	<u>8th Best</u>

### ANSWER SHEET

Please answer by **Yes** or **No** below to show which of the following duties you are willing to undertake and which you have had experience of already:

	Willing	Experienced
1. Care of babies aged 0-3 months	Yes	No
2. Care of babies aged 3-12 months	Yes	Yes
3. Change nappies	Yes	Yes
4. Feed baby	Yes	Yes
5. Care of Children aged 1-5 years	Yes	No
6. Care of Children aged 5-10 years	Yes	Yes
7. Care of Children over 10 years	Yes	No
8. General housework	Yes	Yes
9. Operate washing machine	Yes	Yes
10. Operate carpet cleaner	Yes	No
11. Operate drier	Yes	No
12. Do personal laundry by hand	Yes	Yes
13. Sewing	Yes	Yes
14. Ironing	Yes	Yes
15. Do plain cooking	Yes	Yes
16. Look after semi-invalid person	Yes	No
17. Look after invalid person	Yes	No
18. Look after elderly person	Yes	No
19. Drive private vehicle	Yes	No
20. Play with children	Yes	Yes
21. Take care of babies at night	Yes	No

Have you worked abroad before? Yes If so, where? Hongkong  
 Name of employer Yip Kar Man Michelle Reason for leaving My employer went to Canada

**Personal letter to prospective employer**  
 (Please write legibly in a pleasant, unpretentious manner)

Hello! to my dear future employer I am Arlene S. Beniega single, 25 years old. I'm looking for employer who needs helper and I am available. I finished college degree graduated as BS commerce major on Entrepreneurship. I am honest, trustworthy, kind and hardworking. With regards to my experience, I can wash clothes, cleaning the house, ironing, cooking and marketing. can play also with the kids, reading stories with the kids. To my employer, please hire me I am hardworking, honest, kind and trustworthy.

**DECLARATION:**

I hereby confirm that the answers given are true and that any untruthful answers may result in my being repatriated to the Philippines at my own expense.

Signature: AS Beniega Date: March 19, 2018

**PERSONAL QUESTIONS**

1. Are you prepared to eat Chinese food only? ..... Yes/No
2. Are you prepared to eat Western food only? ..... Yes/No
3. Are you prepared to work for a Chinese family? ..... Yes/No
4. Are you prepared to work for a Western Family? ..... Yes/No
5. Are you prepared to use the telephone only with employer's permission? ..... Yes/No
6. Are you prepared to take your day off set by your employer? ..... Yes/No
7. Are you prepared to give up some of your day off to earn more in addition to your basic salary? ..... Yes/No
8. On your day off, are you prepared to finish the morning chores before going out? ..... Yes/No
9. Are you prepared to return home not later than 7:00 P.M. during your day off? ..... Yes/No
10. Can you promise not to ask salary advance from your employer no matter what the circumstances may be? ..... Yes/No
11. Are you prepared to follow the code of discipline drawn up by your agency? ... Yes/No
12. Are you prepared to shoulder your return airfare to Manila if you do not finish your contract? ..... Yes/No
13. Are you ready to follow your employer if they emigrate to another country? ... Yes/No
14. Can you promise not to invite your friends at your employer's residence without his/her consent? ..... Yes/No
15. Can you promise not to use make-up while at work? ..... Yes/No
16. If any member of your family becomes seriously ill, would you want to go home at your own expense? ..... Yes/No
17. If any immediate member of your family should die while abroad would you like to go home at your expense? ..... Yes/No
18. Must you attend church weekly? ..... Yes/No
19. Are you ready to extend your contract after completion of contract? ..... Yes/No
20. Do you smoke? ..... Yes/No
21. Do you drink alcohol? ..... Yes/No
22. Are you afraid of dogs? other pets? ..... Yes/No
23. Are you afraid of being left alone in the house at night? ..... Yes/No
24. Do you have any physical defect? ..... Yes/No
25. Do you suffer from any allergy? If so, what? ..... Yes/No
26. Have you suffered from any serious illness before? ..... Yes/No
27. Have you undergone any operation over the last 12 months? ..... Yes/No
28. Do you suffer from any skin disease? ..... Yes/No

**SUMMARY OF EVALUATION**

Complexion: ( ) Fair (✓) Tanned ( ) Dark Tanned

	Excellent	Very Good	Good	Fair	Poor
1. Facial expression		✓			
2. Personality		✓			
3. Spoken English		✓			
4. Comprehension		✓			
5. Attitude towards work		✓			
6. Overall rating		✓			

**Remarks:**

- 1) She says she can handle all household chores and taking care of young children.
- 2) A sincere applicant.
- 3) At present not working

82%

Name of Interviewer Benedict Leong Signature Date March 19, 2018