

Job Application Form

(Applicants must have completed ERB's home or health care related course(s).)

1. Personal Data

Name: Mr. / Ms. _____ Name (中文) : _____
 ID Card No.: _____ () Date of Birth: _____ (DD/MM/YY)
 Contact No.: (Home): _____ (Mobile): _____
 Email Address: _____
 Address: _____

Spoken Language(s): Putonghua English Shanghainese Teochew Hakka Min Nan

Strength(s) (4 options at most): Cleaning Cooking Ironing & Laundry Taking Care of Pregnant Mothers
 Taking Care of Infants Looking after Children Taking Care of the Elderly
 Taking Care of Patients Pets Care Plant Care
 Teaching Foreign Domestic Helpers

Merits (3 options at most): Caring Patient Responsible Tidy Hardworking Honest

2. Relevant Working Experience

Post	Period (MM/YY to MM/YY)	Post	Period (MM/YY to MM/YY)
Domestic Helper		Cook	
Post-natal Care Helper		Cleaner	
Infant and Child Care Helper		Clerk	
Personal Care Helper		Tutor	
Escort for Out-patient			

3. Extra Information Required for Post-Natal Care Job Application (for internal reference only)

Number of post-natal care jobs you have done: _____ (required to provide proof to Smart Baby Care and employers)

Availability: _____ to _____, _____ to _____

Daily Working Hours: Any 4 hrs 6 hrs 8 hrs 10 hrs 12 hrs 24 hrs

Experience in taking care of twin babies: Yes No

Skills: Able to prepare Pork Knuckles and Ginger Stew Chicken Wine Herbal Tea

4. Remarks : _____

Applicants' Disclaimer:

1. I hereby declare that the personal data and information provided here is true and correct and guarantee that all the information provided to ERB, Smart Living (SL), Smart Baby Care (SBC) and/or to employers is true and correct without making any fake work experience. I undertake all the responsibility for any errors in, omissions from, or misstatements or misrepresentations (whether express or implied) concerning any such information. ERB, SL, SBC and their staff shall refute any liability to any loss, destruction or damage (including without limitation consequential loss, destruction or damage) however arising from or in respect of any use or misuse of or reliance on such information.
2. I agree to observe the Service Code stipulated on the websites of SL and / or SBC, otherwise ERB, Smart Living – Regional Service Centres (RSCs) and/or SBC reserve the right to terminate the service to me.
3. I understand that the personal data I provided to the ERB, SL and SBC, by means of this form or by means of communicating with RSCs or SBC in the process of job referrals, and my record in the ERB will be used by the ERB, SL and SBC for the purpose of arranging job matching, job referrals, workshop enrollment, opinion survey, statistical analysis or taking out short-term insurance policy (if applicable). The provision of personal data is voluntary. I understand that if I do not provide sufficient information, the ERB, SL and SBC may not be able to offer services to me.
4. For the above purposes, I agree to disclose my personal data to RSCs, SBC, Training Bodies under Manpower Development Scheme, employers and appointed research companies. In addition, I agree to disclose my personal data to the insurance broker/insurer for purchasing short-term insurance and Labour Department for investigation into a suspected case of violation of the Employees' Compensation Ordinance. The corresponding organization or department could contact me directly.
5. The ERB may use my personal data (including, but not limited to, name, address, email address and telephone number) for sending to me marketing information related to training courses, services, activities, facilities and related information of the ERB ("Relevant Information"), through emails, SMS, direct mailing and telephone calls, etc. My personal data may be transferred to RSCs, SBC and companies commissioned by the ERB for such purposes.
6. I understand that I am allowed to access to and/or obtain a copy of my personal data and/or to correct the personal data should the record be incorrect. The ERB may collect a fee from applicants for a copy of their personal data. If I wish to obtain a copy of my personal data, correct my personal data, or object to the use of my personal data for direct marketing purposes, I may send my requests to the Training Body, RSCs or SBC to which I submitted the Application Form or call ERB hotline at 182 182.

I have read and agreed to the "Applicants' Disclaimer"

I agree to the use of my personal data by the ERB for sending me Relevant Information of the ERB.

Applicant's Signature: _____

Date: _____