



JOB OFFER LOCAL AU PAIRS AND NANNIES, DETAILED JOB DESCRIPTION

| | | |
|---|-----------|------------|
| Family Surname | | |
| Parents names | | |
| ID no | | |
| Physical Address | | |
| Postal Address | | |
| Contact numbers | Mr | Mrs |
| Home | | |
| Work | | |
| E-mail | | |
| Fax | | |
| Cell | | |
| Date of Birth | | |
| Profession | | |
| Are you a citizen or permanent resident of South Africa? | | |
| Have you had an au pair before? | Yes | No |
| Will you provide references? | Yes | No |
| <u>What date is your aupair required?</u> | | |

About the children

| Name | Age | Sex | Hobbies | Likes & Dislikes |
|--|------------|------------|----------------|-----------------------------|
| | | | | |
| | | | | |
| | | | | |
| <u>Can the children swim?</u> | | | Yes | No |
| <u>Do any of them have allergies?</u> | | | Yes | No |
| <u>Do any of them have special needs- describe</u> | | | | |
| What is the families religion and would you want an au pair from the same religion? | | | | |
| Do any of the adults smoke? | | | | |
| Would you expect the au-pair to participate in | | | | |

family outings and holidays?

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General

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| Describe your family lifestyle - sporty, outdoors, etc. | |
| Describe the area where you live - rural, city, etc. | |
| Do you have any pets? Describe. | |

Au pair position

| | | | | |
|-------------|-------------------------------------|-----------------------------------|---|-----------------------------------|
| Do you want | A local aupair for afternoon care ? | A local aupair for morning care ? | A local aupair – full day Live in / Live out? | Other – Nanny /Tutor/ Governess ? |
|-------------|-------------------------------------|-----------------------------------|---|-----------------------------------|

| Duties | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------------|--------|---------|-----------|----------|--------|
| Cooking | | | | | |
| Cleaning | | | | | |
| Childcare | | | | | |
| Other (including driving) | | | | | |

| | |
|--|--|
| Monthly Salary offered | |
| Accommodation offered | |
| Will the family provide a car for childcare duties? | |
| Will the family provide use of a car for private use? | |
| Hours per week required?/specify times | |
| Weekend's hours required? | |
| Specific time off including annual leave – detail? | |
| Additional payment for overtime and/or | |
| Baby-sitting after hours? If yes, what rate? | |
| Will you permit friends and / or boyfriends to visit? | |

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| Will you permit use of a family television? | |
| Will you permit use of the family telephone? | |
| What domestic help do you have? | |

What kind of person should your au-pair be ?

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| Male or female or either? | |
| Qualifications? | |
| Experience? | |
| Sports? | |
| Cultural? | |
| Non Smoking ? | |
| Personality? (Fun-loving, outgoing, Studious, Responsible, Etc) | |
| Other requirements? | |
| Start date required? | |
| Period required? | |

What kind of family are you?

| | |
|---|--|
| Family orientated / close knit? | |
| Professional / Self employed? | |
| Fun-loving/ Quiet / Sociable? | |
| What Sports do you play? | |
| What other family hobbies / activities do you enjoy? | |
| How important are your children's studies? | |
| How important is your religious life? | |

We confirm that we have answered that we have answered all questions honestly and that all information in our application (including description of the au pairs duties) is true.

We are familiar with and agree to abide by all program guidelines and conditions, in particular those regarding: the number and distribution of working hours, au pair duties, salary, free time, holidays, transportation costs, insurance and the termination of an au pair agreement.

We shall set house rules (e.g. use of the telephone and facilities within the home, daytime and overnight visitors, curfew, smoking etc.) for our au pair.

We confirm that we have read through and understand the Recruitment Fee Schedule for Au Pair Anywhere (South African Services).

Au Pair Anywhere can not be held responsible for damage in the residence of the host family.

DATE:..... SIGNATURE (HOST FAMILY):

DATE:..... SIGNATURE (Au Pair Anywhere)