

Employer Information Form

Application Date *

Nanny Starting Date

Immediately

Mother's Name:

Occupation:

Work Number:

E-mail: _____

Father's Name:

Occupation:

Work Number:

E-mail: _____

Address:

City:

Province:

Postal Code:

Home Number:

Fax Number:

Other Number:

Nearest Subway Station:

Nearest Intersection:

Children's Information

Name: _____ Age:

Name: _____ Age:

Name: _____ Age:

Name: _____ Age:

Live in or Out

Live In

Live Out

Job Description

Position: Nanny Nanny / Housekeeper Part Time Full Time

Hours:

Expect to Pay: Gross:

Net:

Monthly Weekly Overtime Rate: Yes No

Expected Duties:

Children's Laundry Family's Laundry

Children's Bedding Family's Bedding

Children's Ironing Family's Ironing

Children's Cooking Family's Cooking

Keep children's room tidy

Vacuuming Weekly Bi-Weekly

Dusting Weekly Bi-Weekly

Cleaning Bathrooms Weekly Bi-Weekly

Sweeping Kitchen Floor Weekly Bi-Weekly

Washing kitchen floor Weekly Bi-Weekly

Any other housework tasks? (Please specify)

ADDITIONAL HOUSEHOLD INFORMATION & FUNCTIONS

Do you have a cleaning lady? If yes, how often does she come?

Do you have any pets?

Will the nanny be required to attend to the pets?

Feeding

Walking the dog

Other:

Do the children attend?

Nursing School

Junior Kindergarten

Senior Kindergarten

Mornings

Afternoons

of days a week

Full days

of days a week

Are the children's schools within walking distance?

Are the children allowed on the subway?

Are the children encouraged to socialize with other children?

Do you encourage outdoor activities such as parks, walks, trips to the zoo etc?

Are there any other restrictions?

(If Yes Please specify)

Driver required

Standard

Automatic

Use of car after working hours?

Paid Vacation?

Unpaid Vacation?

Is the nanny expected to accompany family holidays?

(If Yes, Where?)

How Often?

IDEAL NANNY

Any preference in nanny's age?

Do you mind if she has children of own?

Qualifications

Years of Experience preferred

Is a swimmer required?

Is a smoker ok?

social smoker?

Any other specific requirements?

For Office use only: