



## Employer Information Form

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Application Date:

Nanny Start Date:

Immediately

Mothers Name:

Occupation:

Work Number:

Email:

Fathers Name:

Occupation:

Work Number:

Email:

Address:

City:

Province:

Postal Code:

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Nearest Subway Station:

Nearest Intersection:

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### Children's Information

Name:

Age:

Name:

Age:

Name:

Age:

Name:

Age:

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 household tasks? (Please specify)

### **Additional Household Information & Functions**

Do you have a cleaning lady?

If yes, how often does she come?

Other:

Do you have any pets?

Will the nanny be required to tend to the pets?

Feeding:

Walking the dog:

Other:

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### **Children School**

Do the children attend?

Nursing School

Junior Kindergarten

Senior Kindergarten

Mornings

Afternoons

Full-Day

Number of days a week

Number 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?

Driver Required

Automatic

Standard

Use of car after working hours?

Paid Vacation?

Unpaid Vacation?

Is the nanny expected to accompany family holidays?

(If Yes, Where?)

How often?

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## **Ideal Nanny**

Any preference is nanny's age?

Do you mind if she has children of her own?

Qualifications

Years of Experience Preferred

Is a swimmer required?

Is a smoker okay?

Social Smoker?

Notes

Any other specific requirements?

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