



MT- EDGECOMBE || GATEWAY || UMHLANGA RIDGE || HERRWOOD || UMDLOTI || VERULAM || TONGAAT || PHOENIX

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Cell : 084 949 4679  
mtedgcombe@rentamaid.co.za

**PERMANENT PLACEMENT CONTRACT**

Thank you for contacting **RENT A MAID**. Since we interview many job seekers applying for permanent positions, we are in a position to register quality staff. Our experience enables us to select those we consider to be “the best” giving our customers value for money and the peace of mind required.

We charge a total once-off fee of **R1400**. This includes a non-refundable **admin fee\* in advance of R500**, with the balance of **R900 being payable after the interview at which your cleaner is chosen**. Salaries are negotiated based upon whether she lives in or out, her hours worked, past earnings and experience.

An interview of candidates will be arranged at our offices **three working days** after we have received your order and **proof of payment of the R500 admin fee**.

The admin fee\* covers: the costs incurred perusing your specifications and matching your specifications with our placement register, making cell calls to all suitable candidates, arranging interviews and the cancellation fee if the order is cancelled prior to the first candidate starting work. **Customers have 30 days from placing the order, to choose the first maid/office cleaner**, after which the order is cancelled by Rent A Maid and the admin fee forfeited. Please note that there is no limit to the number of interviews which may be arranged during that month.

After your chosen maid/office cleaner has begun work, if after say a week you are in any way dissatisfied, please contact our Placement Officer and your second choice if still available will be dispatched, or another interview arranged.

In total, **up to three** candidates may be placed over a **three month period since receiving the order**. Please note that we **do not charge** for the two replacements, however our only condition is that they must both start work **within three months from the date on which you placed your order**. Interviewing can take place at our offices or at your home.

Please initial this page here .....



**PLACEMENT CONTRACT - ORDER**

**TITLE ..... INITIALS ..... SURNAME .....**

**LANDLINE (.....)..... FAX (.....) .....**

**CELL .....**

**EMAIL  
(Please write clearly) .....**

**YOUR EMPLOYEE'S NEW WORK ADDRESS**  
.....  
.....

**DATE ORDER PLACED .... / ... / 20.... (first cleaner must be placed within 30 days)**

**CLEANER'S REQUIRED STARTING DATE ..... / ..... / 20....**

**OUR BANKING DETAILS :**

<b>BANK</b>	<b>FIRST NATIONAL BANK</b>
<b>BRANCH CODE</b>	<b>220529</b>
<b>CHQ ACCOUNT</b>	<b>6252 1989 717</b>
<b>ACCOUNT NAME</b>	<b>RENT A MAID</b>

**PLEASE!!** provide your **surname (or company name)** as the **deposit reference**.

Complete the form above and the attached 2 page Job Specifications on the website.

Then scan and email all 4 pages plus proof of the admin fee payment (5 pages in total) to [mtedgecombe@rentamaid.co.za](mailto:mtedgecombe@rentamaid.co.za)

*Please ensure that page 1 is initialed.*

**\* JOB SPECIFICATIONS \***

**Tell us about your family:**

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**What pets do you have?**

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**Tell us about your house: (Bedrooms, Single or Double Storey, Stairs)**

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**Age Preference, etc:**

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**What skills do you require? (tick)**

**Cleaning:**

**Cooking:**

**Child Minding:**

**Shopping List Preparations:**

**Laundry:**

**Ironing:**

**Baby Care:**

**Other:**

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**What character traits and abilities are you looking for in a domestic worker?**

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**Why did you terminate your last maid's services?**

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**What are the working hours to be?**

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**What are your weekend needs?**

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**What monthly salary are you offering? (Be Specific)**

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**If sleeping in does this include food?**

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**Does this include transport?**

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**Please email the following to [Mtedgecombe@rentamaid.co.za](mailto:Mtedgecombe@rentamaid.co.za)**

- Page 1
- Page 2
- Page 3
- Page 4
- Proof of Payment of the R500 admin fee