

# Walk-in Recruitment with NannyPro

## JOB LISTING BOOKLET

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### **About e2i (Employment and Employability Institute)**

e2i is the empowering network for workers and employers seeking employment and employability solutions. e2i serves as a bridge between workers and employers, connecting with workers to offer job security through job-matching, career guidance and skills upgrading services, and partnering employers to address their manpower needs through recruitment, training and job redesign solutions. e2i is a tripartite initiative of the National Trades Union Congress set up to support nation-wide manpower and skills upgrading initiatives. For more information, please visit [www.e2i.com.sg](http://www.e2i.com.sg).

## NannyPro Pte Ltd

NannyPro, established in May 2004, a social enterprise building the community of carers for good and a licensed MOM employment agency. We have partnered with families on their parenting journey with dedicated and trained carers eg. nannies, babysitters, educators, and respite care.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Nannies (Full-Time &amp; Part-Time)</b>	<ul style="list-style-type: none"> <li>Min. language proficiency: Written and Spoken English and/or one of mother tongue.</li> <li>Enjoy learning and be part of community</li> <li>All races welcome</li> </ul>	<ul style="list-style-type: none"> <li>Create a stimulating, nurturing, and safe environment for the child</li> <li>Establish the routine of the child</li> <li>Plan and prepare meals and bottles for, and feed, the child</li> <li>Prepare child for naps and bedtime</li> <li>Bathe the child and dress up.</li> <li>Change diapers, potty training when necessary.</li> <li>Plan and lead educational activities, including reading, with the child</li> <li>Administer medicine to child when necessary.</li> <li>Perform housework related to child-minding, including washing the children's clothes, cleaning up after meals, tidying play areas, and washing bottle</li> <li>Light household chores if required – eg. Ironing, mop the floor, etc.</li> </ul>	<ul style="list-style-type: none"> <li>5 days/week</li> <li>Working location varies</li> </ul>

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