

INTERVIEW APPRAISAL FORM

Galaxy Aerospace

Name : NUR HANIZAH BINTI SYAMAIL Position : TSE Date : 2/8/2024

Interviewer's name : BAHARI LATY Designation : CANM Dept : CAMO

PHYSICAL APPEARANCE	Unpleasant appearance	Appears to lack energy	Good physical appearance	Appears fit and alert	Exceptionally energetic	9
	1	2	3	4	5	
TRAITS	Nervous and embarrassed	Stiff and uncomfortable	comfortable and at ease	Alert and free of tension	Unusually self possessed/alert	4
	1	2	3	4	5	
CONFIDENCE	Shy, retiring, arrogant	Submissive, and argumentative	Reasonably self assured	Shows self confidence	Self assured and inspires confidence	4
	1	2	3	4	5	
EXPRESSION OF IDEAS	Unclear and illogical	Not well defined or expressed	Makes sense	Convincing thoughts	Exceptionally good and logical	#
	1	2	3	4	5	
EXPERIENCE	No experience at all	Experience not suitable but helpful	Fair experience	Experience suits job	Experienced, suits job very well	5
	1	2	3	4	5	
EDUCATION	No education at all	Basic education but not enough	Sufficient education	Has relevant qualifications and certificates	Has additional qualifications, Diploma/Degree	5
	1	2	3	4	5	
MOTIVATION & AMBITION	No motivation and ambition	Little interest, seems to be complacent	Interest fair, and reasonable desire to succeed	Definite future wants to succeed	Ambitious, high aims, planned aims, of success	3
	1	2	3	4	5	
COMMUNICATION SKILL	No skill at all	Little skill	Reasonable amount of skill	Good skill	Exceptionally good skill	4
	1	2	3	4	5	
SUPERVISORY SKILL	Lacking in such skill	Has skills but not enough	Reasonably skilled	Good skill	Exceptionally good skill and experience	4
	1	2	3	4	5	
ADAPTABILITY	Incompatible	Alright but not good enough	Reasonably sufficient	Good adaptability	Can definitely adapt well	4
	1	2	3	4	5	
TOTAL						41/50

Recommendations for employment :

YES / NO / KIV

Comments :

Signature of Interviewer : Basic salary : Allowances :

Reporting to : CANM Department : CAMO Section : TSE

Commencing date : 1/9/2024 Probation : Others :

Verified by HRD : Approved by : Date :

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



Please Affix a
Recent Passport Size
Photograph

EMPLOYMENT APPLICATION FORM

PERSONAL PARTICULARS

Name as per NRIC : NUR HAMIZAH BINTI SYAMSUL BAHRI
NRIC

Preferred Name : HAMIZAH

Gender : Male [] Female [/]

Old I/C No. : -

New I/C No. : 970221-10-5824

Nationality : MALAYSIAN

Passport No. :

Date of Birth : 21/02/1997

Place of Birth : KLANG

Age : 27

Marital Status : MARRIED

Permanent Address (house)

PANGSAPURI DANAUMAS, UNIT 608 BLOK 2
TINGKAT 6, JALAN PLATINUM 715B,
SEKSYEN 7, 40000 SHAH ALAM, SELANGOR

Correspondence Address (mailing)

Effective Until : _____

Tel No. : (House) -

Tel. No. : (House) -

(Mobile) 017-3197427

(Office) -

Fax No. :

E-mail : nurhamizahsb@gmail.com

FAMILY PARTICULARS

i) Name of Spouse : MOHD AFNAN BIN ABDULLAH
(if applicable)
Occupation : LEAD TRAINER
Name of Employer : ASEC SDN BHD
Tel No. : 017-8896402

ii) Details of Children (if applicable)

Name	Gender	Birth Date	Level of Education
1. MUHAMMAD AFYAN BIN MOHD AFNAN	M	02/10/2021	-
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____

iii. Do you have any family members currently employed in Galaxy Aerospace (M) Sdn. Bhd. or working in Gading Group? If yes, please specify.

No.

EDUCATIONAL DETAILS

Name of School/College/University	START	FINISH	Qualification obtained (CGPA/Class)
	month/year	month/year	
Secondary Education(s) SMK SULTAN SALAHUDDIN ABDUL AZIZ SHAH	2010	2014	PMR/PT3 Grade : 7A1B Aggregate : - SPM Grade : 5A3C1D Aggregate : -
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s) POLITEKNIK SULTAN SALAHUDDIN ABDUL AZIZ SHAH	2015	2018	Major : MECHANICAL ENGINEERING CGPA/Grade : 3.74
Degree Course(s) UNIVERSITI TEKNOLOGI MALAYSIA (UTM SPACE)	2018	2025	Major : MECHANICAL ENGINEERING Minor : - CGPA/Class : 3.03
Post Graduate Course(s)			Area of study : CGPA/Class :
Professional Qualification(s)			Level/Stage :

COURSE / TRAINING ATTENDED

Title(s)	Organised by	Date attended	Location
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

LANGUAGE PROFICIENCY		COMPUTER LITERACY	
* Please indicate (Average, Good, Excellent)		• Are you familiar in operating a computer? Yes*/No-	
Bahasa Melayu	* Written	* Spoken	• List of PC Software that you are familiar with SOLIDWORK, MATLAB, MICROSOFT
English : YES	EXCELLENT	EXCELLENT	
Others : _____			
OTHER SKILLS (Please Specify)			
-			

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)	
Highest Achievements or Current Involvement	N/A

WORKING EXPERIENCE						
Name of Organization and Position Held	Period of Employment			Summary of responsibility	Last drawn/current salary	Reason(s) for leaving/wanting to leave
	From (mm/yy)	To (mm/yy)	Total No. of years			
GALAXY AEROSPACE (M) SDN BHD (CAMO PLANNER)	9/2022	CURRENT	2Y	FORECASTING, RAISE MAINTENANCE SCHEDULE.	RM3000	
BHIC AEROSERVICES SDN BHD (TECHNICAL RECORD EXECUTIVE)	8/2020	8/2021	1Y	ORGANISED AND MAINTAINED A/C DOCUMENTS ARE UPDATED.	RM2400	
MALINDO AIRWAYS SDN BHD (SENIOR OFFICER TECHNICAL RECORDS)	2/2020	3/2020	3M	ENSURE A/C DOCUMENTS ARE UP TO DATE, PREPARE DOCUMENTS FOR A/C RE-DELIVERY	RM2400	
GALAXY AEROSPACE (M) SDN BHD (TECHNICAL RECORD & PUBLICATION ASSISTANT)	5/2018	1/2020	1Y 9M	UPDATE LBE, COMPONENTS LOGCARD, DISTRIBUTE NEW SB/AD IN ACCORDINGLY, UPDATE COMPUTERIZED MANUAL SYSTEM.	RM1400	

Please use attachment for additional information.

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT		TRANSPORTATION	
Basic monthly salary: RM 2500	Bonus (No. of months): <u> - </u> Contractual : <u> - </u> Variable : <u>RM 500</u>	Do you possess your own transport Yes : <u> / </u> No : <u> </u>	What type of transport license do you have? B2,D,Others(Please specify) : <u> D </u>
Allowances (Please specify if any) :	Car Privilege Type : <u> - </u> Driver : (Yes/No) Petrol Allowance/month : <u> - </u>	Loan subsidy : Interest rate House (Yes/No) : <u> - </u> % Car (Yes/No) : <u> - </u> % Others <u> - </u> : <u> - </u> %	
Other Benefits (If any): <u> - </u>			
Expected monthly salary: RM 3800		Resignation notice period : 3 MONTHS	

RM 3.6



NUR HAMIZAH BINTI SYAMSUL BAHRI

017 319 7427 | nurhamizahsb@gmail.com | Shah Alam, Selangor

PROFILE

Reliable and driven individual with 5 years of experience in the aviation industry. Highly skilled in data management and possesses exceptional time management abilities. Demonstrates a quick learning ability and proficient computer skills. Highly meticulous with a track record of delivering precise reports within tight timeframes.

PROFESSIONAL EXPERIENCE

GALAXY AEROSPACE (M) SDN BHD
CAMO PLANNER

Aug 2022 - Present

(AS365N3 - Malaysian Maritime Enforcement Agency)

- MAINTENANCE PLANNER

- Responsible in forecasting aircraft and engine maintenance schedule.
- Amended Check Package Document based on latest revision of Maintenance Manual.
- Responsible in raising and preparing work package and work sheet.
- Assisted commercials in preparing documents and data for Aircraft Monthly Report.

- PUBLICATION

- Responsible in updating Modification Record Book to the latest revision.
- Ensured all monitored PC and laptops are updated and installed with latest Maintenance Manuals.
- Reviewed Airworthiness Directives / Service Bulletins and raised Technical Information.
- Review and Technical Instruction Compliance for every new publication published by OEM.

- PRODUCTION PLANNER CONTROLLER

- Verified the status of spares and tools on Aeronet for aircraft maintenance.
- Liaised with logistics and procurement for book out spare and tools.

BHIC AEROSERVICES SDN BHD
TECHNICAL RECORDS EXECUTIVE

Aug 2020 - Aug 2021

(EC725 & AS365N3 - Royal Malaysian Air Force)

- Organized and maintained the complete operational and maintenance history of the aircrafts, engine and components.
- Assisted in preparing documentation and data for Aircraft Monthly Report, CMR and C of A renewal.
- Accountable for updating customer's database system upon request.
- Responsible for documenting MoM for Weekly Operating Meeting.
- Participated in setting up Ramco data system.

MALINDO AIRWAYS SDN BHD
SENIOR TECHNICAL RECORDS OFFICER

Feb 2020 - Mar 2020

(B737 & ATR72)

- Participate in aircraft re-delivery to make sure it is reaching the standard.
- Check and ensure that the logbooks and documents are in proper order for Certificate of Airworthiness renewal.
- Raised airframe, engine and APU logbooks for new aircraft and update logbooks as per laid down procedure.
- Review and ensure Airworthiness Directives (AD) and Notices (AN) are complied with. Update AD requirements into Computer-based AD monitoring system and print AD records whenever aircraft is due for C of A renewal or whenever requested by the user.
- Carry out updating of aircraft, engine, propeller, APU and component records into the system from source documents i.e. Check package, EO, Inspection Card (IC) and AJL.
- Monitor and update EO, AD and Internal Task master list for all aircrafts.

GALAXY AEROSPACE (M) SDN BHD
TECHNICAL RECORD / PUBLICATION ASSISTANT

May 2018 - Jan 2020

(AW139 - Malaysian Maritime Enforcement Agency)

- Administration and storage of aircraft records, record keeping and amendment of aircraft files.
- Completion of Aircraft Log Books.
- Updating the Computerized Maintenance and Airworthiness System.
- Circulation and collation of evaluation forms for Service Bulletins, Component Service Bulletins, Airworthiness Directives and other Regulatory and manufactures.
- Assisting in the evaluation of processes that improve system reliability in conjunction with the aircraft manufacturers, equipment manufacturers / suppliers (including components).
- Maintaining a database of information / history relevant to each aircraft and its systems / components that includes modification data, structural repair records.

EDUCATION

UNIVERSITI TEKNOLOGI MALAYSIA | 2018 - 2025

Bachelor of Engineering - BE, Mechanical Engineering

POLITEKNIK SULTAN SALAHUDDIN ABDUL AZIZ SHAH | 2015 - 2018

Diploma in Mechanical Engineering

SMK SULTAN SALAHUDDIN ABDUL AZIZ SHAH | 2010 - 2014

Sijil Pelajaran Malaysia

SKILLS

- MICROSOFT OFFICE
- AERONET
- RAMCO

- AMASIS
- TRAX
- MATLAB

- SOLIDWORK