

**For Office Use : HRIS**

Interview

Date:

Panel Interview :

Checked :

Date &amp;

Initial



## EMPLOYMENT APPLICATION FORM

### PERSONAL PARTICULARS

Name as per : Rosayuni Binti Ramly  
NRIC

Preferred Name : Rossa

Gender : Male [ ] Female []

Old I/C No. :

New I/C No. : 871108 - 29 - 5300

Nationality : Malaysia

Passport No. :

Date of Birth : 08/ November / 1987

Place of Birth : Pasir Mas, Kelantan.

Age : 36 Years

Marital Status : Married

Permanent Address (house)  
No.8 Jalan Palma 1/5 Bandar Hill Park  
42300 Puncak Alam Selangor.

Correspondence Address (mailing)  
Effective Until : \_\_\_\_\_  
No.8 Jalan Palma 1/5 Bandar Hill Park  
42300 Puncak Alam Selangor.

Tel No. : (House)

Tel. No. : (House)

(Mobile) 013 - 2623978

(Office)

Fax No. :

E-mail :

### FAMILY PARTICULARS

i) Name of Spouse : Muhammad Farhaan Bin Mohammad Ramli  
(if applicable)  
Occupation : Commerical  
Name of Employer : SR Technics Malaysia  
Tel No. : 012-2494737

ii) Details of Children (if applicable)

	Name	Gender	Birth Date	Level of Education
1.	Nurdhia Aisyah	Female	19/01/2012	
2.	Zara Nur Aisyah	Female	15/06/2016	
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)	January 2003	December 2005	PMR/PT3 Grade : Aggregate : SPM Grade : 1 Aggregate :
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s)			Major : CGPA/Grade :
Degree Course(s)			Major : Minor : CGPA/Class :
Post Graduate Course(s)			Area of study : CGPA/Class :
Professional Qualification(s)			Level/Stage :

### COURSE / TRAINING ATTENDED

Title(s)	Organised by	Date attended	Location
SAP s/4HANA Production	Axxis Consulting Pte Ltd	16/09/2021 - 22/09/2021	Online Training
Microsoft Excel 2016/2019 Intermediate & Advance Training	ART	23/03/2022 - 24/03/2023	Online Training
Fast Accounting Closing Skills Of Monthly & Yaer End Accounts	HRD Corp The Young Titans	18/04/2023 - 19/04/2023	Armada Hotel Petaling Jaya

### 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

English : \_\_\_\_\_

Excellent

Excellent

Xeersoft Accounting & SAP Hana Production

Others : \_\_\_\_\_

Average

Average

### OTHER SKILLS ( Please Specify)

### EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements  
or Current  
Involvement



What is your greatest achievement in your previous/current career?

Able to explore and learn SAP system less than 6 month for AP Procedure has been exploring for Finance More than 8 year, Able to meet date line and punctuality is my ability Especially in Finance meet date line is a key.

Is there any other information (personal or work experience) which is relevant to this application?  
(If yes, please specify)

As been working in Finance line more than 5 years, I can say I'm all-rounders in Finance. this is why I suit in this position.

Have you been interviewed before in Galaxy Aerospace or Gading Group? If yes, please provide the position interviewed for and date of the interview.

No

#### PERSONAL REFERENCES (NON - RELATIVES / NONSCEMPLOYEE)

Name : Nurasyiqin Binti Idris

Address : Lot 1&2 Helicopter Center

: Sultan Abdul Aziz Shah Airport

: 47200 Subang

Tel No. : 011-15668018

Relationship : Executive Finance AP

Name : Ummi Nadia Binti Mohd Asli

Address : Lot 1&2 Helicopter Center

: Sultan Abdul Aziz Shah Airport

: 47200 Subang

Tel No. : 016 - 5360299

Relationship : Executive Finance AR

#### DECLARATION

I hereby declare that all the information given in this employment application form is true and complete. Any false information provided would subject myself to possible disciplinary action by Galaxy Aerospace (M) Sdn. Bhd. or Gading Group of Companies.

Signature : Rosayuni

Date : 26/07/2023