

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial

**EMPLOYMENT APPLICATION FORM****PERSONAL PARTICULARS**Name as per NRIC : **ANWAR BIN MAHFUZ**Preferred Name : **ANWAR**Gender : Male Female

Old I/C No. :

New I/C No. : **970304 14 5549** ✓Nationality : **MALAYSIAN**

Passport No. :

Date of Birth : **04 MARCH 1997**Place of Birth : **Kuala Lumpur**Age : **25**Marital Status : **Single**

Permanent Address (house)

C-10-10 Kristal Heights Jalan SG 9/8 Taman Sri Gombak 68100, Batu Caves, Selangor.

Correspondence Address (mailing)

Effective Until : _____
C-10-10 Kristal Heights Jalan SG 9/8, Taman Sri Gombak 68100 Batu Caves, SelangorTel No. : (House) **03 21770057**

Tel. No. : (House)

(Mobile) **017 7414532** ✓

(Office)

Fax No. :

E-mail : **anwarmhfuz@gmail.com** ✓**FAMILY PARTICULARS**i) Name of Spouse :
(if applicable)
Occupation :
Name of Employer :
Tel No. :

ii) Details of Children (if applicable)

| | Name | Gender | Birth Date | Level of Education |
|----|-------|--------|------------|--------------------|
| 1. | _____ | _____ | _____ | _____ |
| 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.

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EDUCATIONAL DETAILS

| Name of School/College/University | START | FINISH | Qualification obtained (CGPA/Class) |
|-----------------------------------|------------|------------|---|
| | month/year | month/year | |
| Secondary Education(s) | 2010 | 2014 | PMR/PT3 Grade : 9A Aggregate : SPM Grade : 10A Aggregate : |
| A-Level/STPM/Matriculation(s) | | | Result(s) : |
| Certificate(s) | | | Major : Grade : |
| Diploma Course(s) | 2015 | 2018 | Major : Mechanical Engineering CGPA/Grade : 3.58 |
| Degree Course(s) | 2018 | 2022 | Major : Mechanical Engineering Minor : CGPA/Class : 3.0 |
| Post Graduate Course(s) | | | Area of study : CGPA/Class : |
| Professional Qualification(s) | | | Level/Stage : |

COURSE / TRAINING ATTENDED

| Title(s) | Organised by | Date attended | Location |
|--------------------|------------------|---------------|------------------|
| SMS Training | BHIC AeroService | 2021 | BHIC AeroService |
| mmp / moE Training | BHIC AeroService | 2021 | BHIC AeroService |
| Policy & Procedure | BHIC AeroService | 2021 | BHIC AeroService |
| FoD & SOP workshop | BHIC AeroService | 2021 | BHIC AeroService |

LANGUAGE PROFICIENCY

COMPUTER LITERACY

* Please indicate (Average, Good, Excellent)

• Are you familiar in operating a computer?

Yes* / No

Bahasa Melayu : /
English : /
Others : /

* Written : Excellent
* Spoken : Excellent

• List of PC Software that you are familiar with
Solidworks, Microsoft Office

OTHER SKILLS (Please Specify)

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements
or Current
Involvement

Assistant Director for a national-level Program.
Kind Starfish Foundation Program

| 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 | | | |
| BHIC AERO SERVICE SDN BHD FACILITY & SAFETY INTERN | 08/21 | 10/21 | 2 months | Ensuring day-to-day smooth management and operation of company's infrastructures | RM500 | FINISH INTERN |
| SAPURA THALES ELECTRONICS SDN BHD | 09/17 | 01/18 | 4 months | Develop expertise and competency in mechanical design | RM500 | FINISH INTERN |

Please use attachment for additional information.

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

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

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

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

PERSONAL REFERENCES (NON - RELATIVES / NONSCEMPLOYEE)

Name : _____
Address : _____
: _____
: _____
Tel No. : _____
Relationship : _____

Name : _____
Address : _____
: _____
: _____
Tel No. : _____
Relationship : _____

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 : 

Date : 28 April 2022