

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :
Date &
Initial**Galaxy Aerospace**

maintenance . repair . overhaul

**EMPLOYMENT APPLICATION
FORM****PERSONAL PARTICULARS**Name as per : **FATEN SOFIA BINTI MD NIZAM**
NRICPreferred Name : **FATEN**Gender : Male [] Female []Old I/C No. : **000207-10-0114**New I/C No. : **-**Nationality : **MALAYSIAN**Passport No. : **-**Date of Birth : **7 FEBRUARY 2000**Place of Birth : **KLANG**Age : **24**Marital Status : **SINGLE**

Permanent Address (house)

**NO 29, LORONG KERONGSANG 10A,
BANDAR PUTERI, 41200 KLANG, SELANGOR.**

Correspondence Address (mailing)

Effective Until : _____
**NO 29, LORONG KERONGSANG 10A,
BANDAR PUTERI, 41200 KLANG, SELANGOR.**Tel No. : (House) **-**
(Mobile) **010-2881352**Tel. No. : (House) **-**
(Office) **-**Fax No. : **-**E-mail : **fatensofia7@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.

NO

EDUCATIONAL DETAILS

Name of School/College/University	START	FINISH	Qualification obtained (CGPA/Class)
	month/year	month/year	
Secondary Education(s) SEKOLAH MENENGAH IBN KHALDUN, SHAH ALAM	2013	2017	PMR/PT3 Grade : PAJ Aggregate : 3A, 3B, 2C, 1D, 2E SPM Grade : PAJ Aggregate : 4A, 4B, 1C
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s) UNIVERSITI ISLAM SELANGOR, BANGI	2018	2020	Major : SYARIAH & ISLAMIC JURISPRUDENCE CGPA/Grade : 3.61 / 4.00
Degree Course(s) UNIVERSITI ISLAM SELANGOR, BANGI	2020	2024	Major : SYARIAH Minor : LAW CGPA/Class : 3.67 / 4.00
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 MICROSOFT OFFICE (WORD, POWERPOINT, EXCEL)
English : <u>GOOD</u>	EXCELLENT	EXCELLENT	
Others : _____	GOOD	GOOD	
			OTHER SKILLS (Please Specify)
			CANVA

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements or Current Involvement	- COMMITTEE OF UNIVERSITY PROGRAMME - DEAN LIST STUDENT
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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			
JABATAN BANTUAN SUAMAN NEGARA JELANGHOR (LEGAL ASSISTANT & CLERK)	01/24	03/24	3 MONTH	PERFORMED CLERICAL DUTIES, ASSISTING WITH LEGAL DOCUMENTS, PREPARE DOCUMENTATION AND LETTER	RM800	END OF INTERNSHIP
TMSB TRAINING & CONSULTANCY (EVENT CREW)	11/23	11/23	1 DAY	ASSISTING WITH LOGISTICS, PROVIDING ON-SITE SUPPORT	RM150	PART TIME JOB
TMSB TRAINING & CONSULTANCY (EVENT CREW)	10/23	10/23	2 DAYS	ASSISTING WITH LOGISTICS, COORDINATION, PHOTO, MAINTAINING CLEANLINESS AND ORGANIZATION OF EVENT SPACES.	RM300	PART TIME JOB.
TMSB TRAINING & CONSULTANCY (EVENT CREW)	08/23	08/23	3 DAYS	HANDLING EQUIPMENT, AND MANAGING EQUIPMENT SETUP.	RM450	PART TIME JOB.
TMSB TRAINING & CONSULTANCY (EVENT CREW)	09/23	09/23	1 DAY	IN CHARGE OF REGISTRATION, MANAGING AN EQUIPMENT SETUP	RM150	PART TIME JOB
PIERRE CARDIN (SALES ASSISTANT)	05/23	07/23	3 MONTH	OPERATING CASH REGISTER (CASHIER), AND ASSISTING WITH INVENTORY MANAGEMENT, CUSTOMER SERVICES.	RM1300	PART TIME JOB

Please use attachment for additional information.

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT		TRANSPORTATION	
Basic monthly salary:	Bonus (No. of months): <u> - </u> Contractual : <u> - </u> Variable : <u> - </u>	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>DA</u>
Allowances (Please specify if any) : Car Privilege Type : <u> - </u> Driver : (Yes/No) : <u> - </u> Petrol Allowance/month : <u> - </u>	Loan subsidy : Interest rate : <u> - </u> % House (Yes/No) : <u> - </u> % Car (Yes/No) : <u> - </u> % Others : <u> - </u> %	Other Benefits (If any):	
Expected monthly salary: <u> - </u>	Resignation notice period : <u> - </u>		

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

IMPROVE KNOWLEDGE AND SKILLS, IMPORTANCE OF GOOD ~~COMMUNICATION~~ COMMUNICATION AND GOOD NETWORKING.

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

~~A LAW~~ STUDIED LAW

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	: MISS NAWAL BINTI SHOLAHUDDIN	Name	: PUAN NORHAYATI BINTI JOHAR
Address	: FACULTY OF SHARIAH & LAW, UNIVERSITI ISLAM JELANGOR, BANDAR SERI PUTRA, BANGI	Address	: JABATAN BANTUAN SUKSES NEGERI JOHORE, 10000 SKUDAI ALAM, SHAH ALAM.
Tel No.	: 019-2070092 / nawal@uis.edu.my	Tel No.	: norhayati.johar@jbg.gov.my
Relationship	: SUPERVISOR	Relationship	: SUPERVISOR

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 : 3 JUNE 2024