

For Office Use : HRIS

Interview
Date:
Panel Interview :

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Date &
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**EMPLOYMENT APPLICATION
FORM**

PERSONAL PARTICULARS

Name as per : Mazleen Adha binti Mazlan
NRIC

Preferred Name : Adha Gender : Male [] Female [X]

Old I/C No. : - New I/C No. : 020219101526

Nationality : Malaysian Passport No. : -

Date of Birth : 19 February 2002 Place of Birth : Hospital Tengku Ampuan Rahimah, Klang

Age : 21 Marital Status : Single

Permanent Address (house)
No 16, Jalan KP 5/12, Seksyen 5 Kota Puteri
48100 Rawang Selangor ✓

Correspondence Address (mailing)
Effective Until : _____

Tel No. :	(House) -	Tel. No. :	(House) -
	(Mobile) 017-3032814		(Office) -
Fax No. :	-	E-mail :	adhamazlan@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) SMK Raja Muda Musa, Bestari Jaya	2015	2019	PMR/PT3 Grade : 7A Aggregate : SPM Grade : 5A Aggregate :
A-Level/STPM/Matriculation(s)	-	-	Result(s) :
Certificate(s)	-	-	Major : Grade :
Diploma Course(s) Universiti Tun Hussein Onn Malaysia, Johor	August 2020	January 2023	Major : Mechanical Engineering CGPA/Grade : 3.70
Degree Course(s)	-	-	Major : Minor : CGPA/Class :
Post Graduate Course(s)			Area of study : CGPA/Class :
Professional Qualification(s)			Level/Stage :

COURSE / TRAINING ATTENDED

<u>Title(s)</u>	<u>Organised by</u>	<u>Date attended</u>	<u>Location</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

LANGUAGE PROFICIENCY

COMPUTER LITERACY

* Please indicate (Average, Good, Excellent)

Bahasa Melayu
English : _____
Mandarin : _____

* Written	* Spoken
Excellent	Excellent
Good	Good
Average	Average

- Are you familiar in operating a computer?
Yes
- List of PC Software that you are familiar with
MS Office, AUCAD, Solidworks, Autonest, Canva _____

OTHER SKILLS (Please Specify)

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements or Current Involvement	Youth Invention and Innovation Festival 2022 IMeca Innovation Festival 2022
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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			
Internship	Aug 2022	Jan 2023	6 months	<ul style="list-style-type: none"> - Took cycle time of production for work measurement study - Involved in improvement project for cost saving purpose to reduce scrap panels. - Provide CNC drawing program by using AutoCAD - Possessed basic knowledges of Material Requirement (MRP) and Bill of Materials (BOM). - Created documentation and work instructions for production related to the CTPL and HVAC. - Participated in 5S, Kaizen Project and Lean Six Sigma activities. 	RM1000	End of internship program
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 No	What type of transport license do you have? B2,D,Others(Please specify) : _____
Allowances (Please specify if any) :	Car Privilege Type : _____ Driver : (Yes/No) Petrol Allowance/month : _____	Loan subsidy : _____% House (Yes/No) : _____% Car (Yes/No) : _____% Others : _____%	
Other Benefits (If any): Mobile Allowance RM40			
Expected monthly salary: RM1600		Resignation notice period : n/a	

What is your greatest achievement in your previous/current career?
Capable of solving and troubleshoots on the panel reducing wastage

Is there any other information (personal or work experience) which is relevant to this application?
(If yes, please specify)
No

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 : Mazzura binti Mazlan
Address : No 16, Jalan KP 5/12,
 : Seksyen 5 Kota Puteri
 : 48100 Rawang Selangor
Tel No. : 0102800528
Relationship : Sibling

Name : Rina binti Seerin
Address : No 16, Jalan KP 5/12
 : Seksyen 5 Kota Puteri
 : 48100 Rawang Selangor
Tel No. : 01133536883
Relationship : Mother

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 : 16/03/2023