

For Office Use : HRIS

Interview

Date:

Panel Interview :

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Date &

Initial



Please Affix a
Recent Passport Size
Photograph

EMPLOYMENT APPLICATION FORM

PERSONAL PARTICULARS

Name as per NRIC : Nur Shahida Binti Mat Ishah

Preferred Name : Shahida		Gender : Male [] Female <input checked="" type="checkbox"/>	
Old I/C No. : 960822035498		New I/C No. : N/A	
Nationality : Malaysian		Passport No. : A39938508	
Date of Birth : 22/08/1996		Place of Birth : Kuala Krai, Kelantan	
Age : 26		Marital Status : Single	
Permanent Address (house) G-2-3, RKAT Desa Wangsa Keramat, Jalan Keramat Hujung, Kampung Datuk Keramat, 54100, Kuala Lumpur		Correspondence Address (mailing) Effective Until : _____	
Tel No. :	(House)	Tel. No. :	(House)
	(Mobile) 0177591025		(Office)
Fax No. :		E-mail :	nurshahidamatishah@gmail.com

FAMILY PARTICULARS

i) Name of Spouse : N/A
 (if applicable)
 Occupation : N/A
 Name of Employer : N/A
 Tel No. : N/A

ii) Details of Children (if applicable)

	Name	Gender	Birth Date	Level of Education
1.	N/A	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____

iii. Do you have any family members currently employed in Galaxy Aerospace? 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 Tinggi Kluang	01/2009	12/2013	PMR Grade : 8A SPM Grade : 6A, 3B
A-Level/STPM/Matriculation(s) Kelantan Matriculation College	04/2014	05/2015	Result(s) : 3.96 CGPA
Certificate(s)			Major : Grade :
Diploma Course(s)			Major : CGPA/Grade :
Degree Course(s) Universiti Malaysia Pahang	08/2015	07/2019	Major : Business Engineering Minor : CGPA/Class : 3.61 CPA
Post Graduate Course(s) Universiti Malaysia Pahang	10/2020	07/2023	Area of study : Supply Chain & Logistics CGPA/Class : Pass
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)			• Are you familiar in operating a computer? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Bahasa Melayu English : <u>Excellent</u> Others : <u>German,</u> <u>Korean</u>	* Written	* Spoken	• List of PC Software that you are familiar with Microsoft Word, Powerpoint, Access, Excel, Publisher, SmartPLS 4	
	Excellent	Excellent	OTHER SKILLS (Please Specify) Organization Time management Planning Tracking Professionalism Filing	
	Excellent	Excellent		
	Average	Average		
	Average	Average		

EXTRA CO-CURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Tertiary Education	International Summer School in Reutlingen Hochschule, Germany (2017) Netball Competition in Ladies Sport Combat Interblock (2016) Faculty representative in Faculty Sports Event in Bowling (2015)
Current Involvement	-

WORKING EXPERIENCE

Name of Organisation 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			
Universiti Malaysia Pahang, Research Assistant	10/2020	09/2021	1	Assist in research in educational supply chain	RM1200	End of contract
Airod Sdn. Bhd., Intern	02/2018	07/2018	0.5	Copy, file, and organize documents, kept physical files and digitized records, and advanced product research	RM200	End of internship

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT

TRANSPORTATION

Basic monthly salary : RM1200	Bonus (No. of months) Contractual : <u>N/A</u> Variable : <u>N/A</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>D, B2</u>
Allowances (Please specify if any) :	Car Privilege Type : <u>Proton</u> Driver : (Yes/No) Petrol Allowance/month : RM140	Loan subsidy : Interest rate House (Yes/No) : _____ % Car (Yes/No) : _____ % Others <u>N/A</u> : _____ %	
Other Benefits (If any): N/A			
Expected monthly salary : RM2000		Resignation notice period : 2 weeks	

Please draw/sketch the organisation chart of current/ past employment and indicate the position that you are designated.

Refer to Appendix 1

My position was under Unit Akademik.

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

I manage to publish 3 papers regarding educational supply chain and present the papers internationally.

How and what can you contribute to Galaxy Aerospace?

I will actively involved in the trainings provided by the company and be familiarized with the company's operations.

I will ensure timely work, feedback, and communication and will also improve my performance and efficiency through time. I want to contribute my skills in planning, leading, organizing, and control to the company to ensure the smoothness of the company's operations.

What are your career goals or plan and ambition?

My long-term career goals would be to manage, oversee and improve the whole supply chain processes and technologies of the company. I hope to achieve that by first to be in a wholesome team that would enable me to improve myself every day.

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

I have experience in working in the operation and project management office in Airod Sdn. Bhd. in which it contribute to my skills mainly in planning and managing.

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

No.

PERSONAL REFERENCES (NON-RELATIVES / NONSCEMPLOYEE)

Name : Ts. Dr. Lee Khai Loon
Address : Lebuhraya Persiaran Tun Khalil
Yaakob, 26300, Gambang, Kuantan,
Pahang
Tel No. : 094315293
Relationship : Supervisor

Name : Dr. Cheng Jack Kie
Address : Lebuhraya Persiaran Tun Khalil
Yaakob, 26300, Gambang, Kuantan,
Pahang
Tel No. : 094315312
Relationship : Associate Professor

DECLARATION

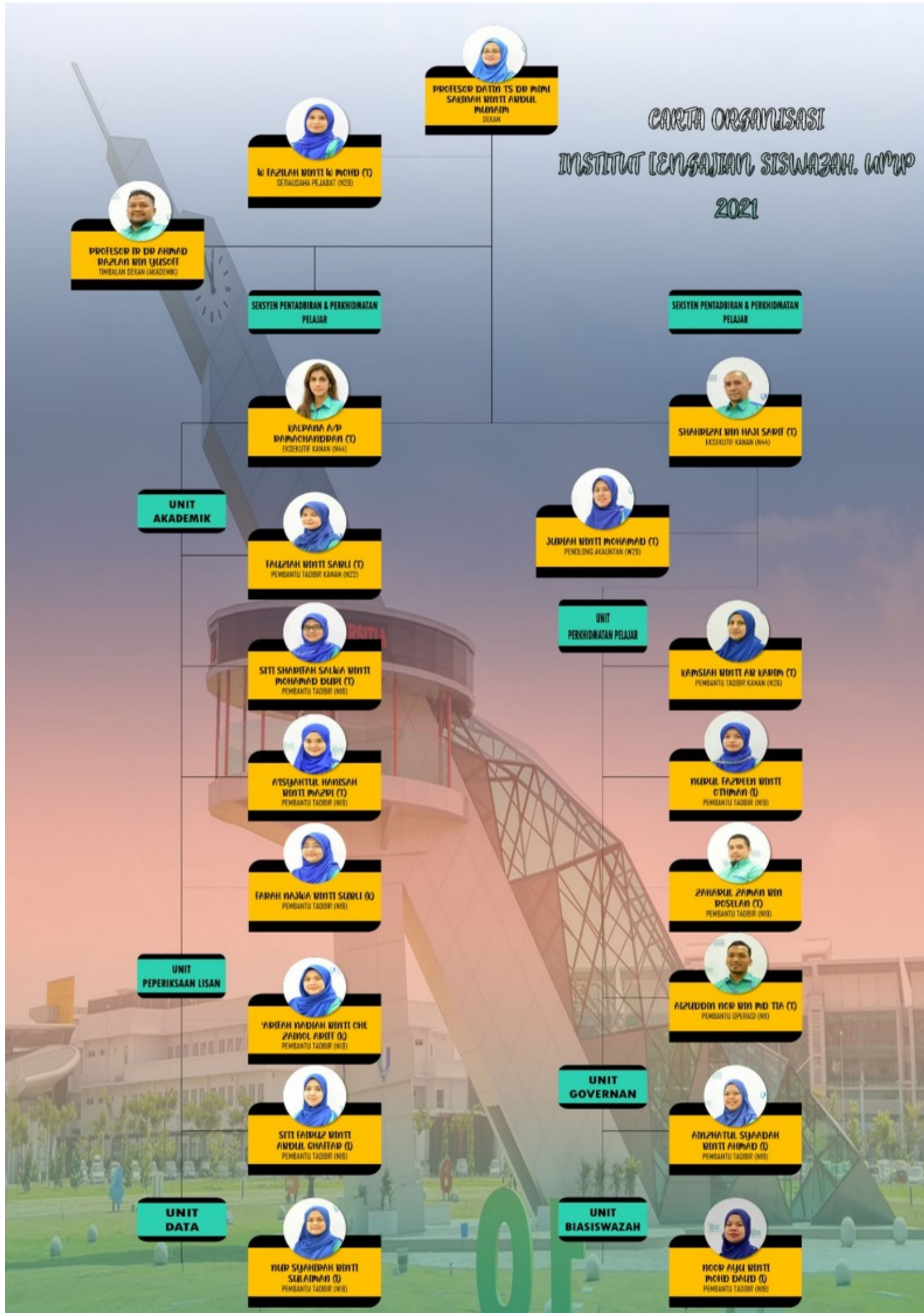
I hereby declare that all the information given in this employment application form is true and complete. Any false information provided would subject myself to possible disciplinary action by Galaxy Aerospace.

Signature : 

Date : 8/11/2022

IPS Organizational Chart

About 23 Jun 2021, Jumlah paparan: 3275



Cetak