

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



EMPLOYMENT APPLICATION FORM

PERSONAL PARTICULARS

Name as per NRIC : Nabila Husna Binti Mokhtar

Preferred Name : Nabila

Gender : Male [] Female [/]

Old I/C No. : 980220-14-5364

New I/C No. : 980220-14-5364

Nationality : Malaysian

Passport No. :

Date of Birth : 20/02/1998

Place of Birth : Hospital Besar Kuala Lumpur

Age : 25

Marital Status : Single

Permanent Address (house)

Lot 1644 Batu 9 Kampung Medan 42500 Telok
Panglima Garang Kuala Langat Selangor

Correspondence Address (mailing)
Effective Until : None

Lot 1644 Batu 9 Kampung Medan 42500 Telok
Panglima Garang Kuala Langat Selango

Tel No. : (House) -

Tel. No. : (House) -

(Mobile) 0149536410

(Office) 0149536410

Fax No. :

E-mail : nblhsnaaa20@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 Telok Panglima Garang	01/2013	12/2015	PMR/PT3 Grade : Pass SPM Grade : Aggregate : 1A,6B,2C Aggregate : 1A-,2B,1C+ 1C,3D,1E
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s)	07/2016	12/2018	Major : Electronic Robotic & Automation CGPA/Grade : 3.13
Degree Course(s)	09/2019	03/2023	Major : Electronic Engineering Minor : Telecommunication CGPA/Class : 2.69
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
- List of PC Software that you are familiar with Microsoft Office & Excel, AutoCAD and Proteus

	* Written	* Spoken
Bahasa Melayu	Average	Good
English : Good	Average	Average
Japanese : Average		

OTHER SKILLS (Please Specify)

Customer Service, Management and Teamwork

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements or Current Involvement	EcCESS FKEKK (Electronic and Computer Engineering Student Society)
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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			
Petronas Jalan Klang-Banting Position : Cashier	05/2023	Now	4 Months	1. Managing transactions with customers using cash registers. 2. Scanning goods and ensuring pricing is accurate 3. Collecting payments whether in cash or credit. 4. Cross-sell products and introduce new ones 5. Track transactions on balance sheets and report any discrepancies 6. Resolve customer complaints, guide them and provide relevant information	RM1500	
Please use attachment for additional information.						

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT		TRANSPORTATION	
Basic monthly salary: RM 1500	Bonus (No. of months): _____ Contractual : _____ Variable : _____	Do you possess your own transport Yes : Car	What type of transport license do you have? B2,D,Others(Please specify) DA
Allowances (Please specify if any) : Other Benefits (If any):	Car Privilege Type : _____ Driver : (No) Petrol Allowance/month :	Loan subsidy : Interest rate House (Yes/No) : _____ % Car (Yes/No) : _____ % Others _____ : _____ %	
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)

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.

PERSONAL REFERENCES (NON - RELATIVES / NONS EMPLOYEE)

Name : Sir Razali bin Othman

Address : Taman Sijangkang Permai, 42500
Telok Panglima Garang, Selangor

Tel No. : 013-2814444

Relationship : Head of Petronas Jalan Klang-Banting

Name : DR Norizan Bin Mohammad

Address : Jalan Hang Tuah Jaya, 76100 Durian
: Tunggal, Melaka

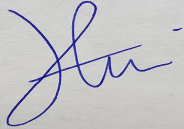
Tel No. : 010-4070181

Relationship : Supervisor Projek Sarjana Muda (PSM)

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 : 17/09/2023