

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



**EMPLOYMENT APPLICATION
FORM**

PERSONAL PARTICULARS

Name as per NRIC : **FATIN AYU MUNIRA BT MOHD ZAFRI**

Preferred Name : **AYU** Gender : Male [] Female [/]

Old I/C No. : **-** New I/C No. : **990115-43-5182**

Nationality : **MALAYSIAN** Passport No. :

Date of Birth : **15 JANUARY 1999** Place of Birth : **SHAH ALAM , SELANGOR**

Age : **23** Marital Status :

Permanent Address (house)
**NO. 22, JALAN GUNUNG NUANG
411/9A, BUKIT BANDARAYA SEKSYEN U11,
814 40170, SHAH ALAM, SELANGOR.**

Correspondence Address (mailing)
Effective Until : _____

Tel No. :	(House) 03- 55108950	Tel. No. :	(House) -
	(Mobile) 018- 283 1050		(Office)
Fax No. :	-	E-mail :	fatinayumuniramz@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.

EDUCATIONAL DETAILS

Name of School/College/University	START	FINISH	Qualification obtained (CGPA/Class)
	month/year	month/year	
Secondary Education(s) SMK SEKSYEN 7, SHAH ALAM	JANUARY 2012	DECEMBER 2016	PMR/PT3 Grade : PASS Aggregate : SPM Grade : PASS Aggregate :
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s) UiTM, REMBAU	MAY 2017	FEBRUARY 2020	Major : DIPLOMA IN COMMUNICATION AND MEDIA CGPA/Grade : 3.39
Degree Course(s) UiTM, SHAH ALAM	MARCH 2020	AUGUST 2022	Major : BACHELOR OF COMMUNICATION (HONS) INSTRUCTIONAL Minor : COMMUNICATION AND TRAINING CGPA/Class :
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

* Please indicate (Average, Good, Excellent)

	* Written	* Spoken
Bahasa Melayu	EXCELLENT	EXCELLENT
English : _____	GOOD	GOOD
Others : _____		

COMPUTER LITERACY

- Are you familiar in operating a computer?
Yes*/No
- List of PC Software that you are familiar with
MICROSOFT WORDS, EXCEL, POWERPOINT

OTHER SKILLS (Please Specify)

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements or Current Involvement	CITzens Club Sponsorship and welfare Bureau
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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			
Galaxy Aerospace						

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>D</u>
Allowances (Please specify if any) : Car Privilege Type : _____ Driver : (Yes/No) _____ Petrol Allowance/month : _____	Loan subsidy : Interest rate _____ % House (Yes/No) : _____ % Car (Yes/No) : _____ % Others _____ : _____ %	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 : NURUL HIJJA BT MAZLAN

Address : _____

: _____

: _____

Tel No. : 013-232 7547

Relationship : LECTURER

Name : NURAFIDA BT ZAMRI

Address : _____

: _____

: _____

Tel No. : 013-300 7981

Relationship : INTERNSHIP 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 : 14/7/2022