

INTERVIEW APPRAISAL FORM

Name : HAFIZAN BIN JAHAFAR Position : M/S (365) Date : 28/6/2022
 Interviewer's name : SYAFRUL YAMANI Designation : EM Dept : ENGG.

PHYSICAL APPEARANCE	Unpleasant appearance	Appears to lack energy	Good physical appearance	Appears fit and alert	Exceptionally energetic	
	1	2	3	4	5	
TRAITS	Nervous and embarrassed	Stiff and uncomfortable	comfortable and at ease	Alert and free of tension	Unusually self possessed/alert	
	1	2	3	4	5	
CONFIDENCE	Shy, retiring, arrogant	Submissive, and argumentative	Reasonably self assured	Shows self confidence	Self assured and inspires confidence	
	1	2	3	4	5	
EXPRESSION OF IDEAS	Unclear and illogical	Not well defined or expressed	Makes sense	Convincing thoughts	Exceptionally good and logical	
	1	2	3	4	5	
EXPERIENCE	No experience at all	Experience not suitable but helpful	Fair experience	Experience suits job	Experienced. suits job very well	
	1	2	3	4	5	
EDUCATION	No education at all	Basic education but not enough	Sufficient education	Has relevant qualifications and certificates	Has additional qualifications, Diploma/Degree	
	1	2	3	4	5	
MOTIVATION & AMBITION	No motivation and ambition	Little interest, seems to be complacent	Interest fair, and reasonable desire to succeed	Definite future wants to succeed	Ambitious, high aims, planned aims, of success	
	1	2	3	4	5	
COMMUNICATION SKILL	No skill at all	Little skill	Reasonable amount of skill	Good skill	Exceptionally good skill	
	1	2	3	4	5	
SUPERVISORY SKILL	Lacking in such skill	Has skills but not enough	Reasonably skilled	Good skill	Exceptionally good skill and experience	
	1	2	3	4	5	
ADAPTABILITY	Incompatible	Alright but not good enough	Reasonably sufficient	Good adaptability	Can definitely adapt well	
	1	2	3	4	5	
TOTAL						

Recommendations for employment : **YES / NO / KIV** * Notice 3 M
Min RM 7.5K

Comments :

Signature of Interviewer : Basic salary : Allowances :
 Reporting to : Department : Section :
 Commencing date : Probation : Others :
 Verified by HRD : Approved by : Date :

RESUME



HAFIZAN BIN JAHAFFAR

**No.43, Jalan SP 5/3, Seri Pristana
47000 Sungai Buloh
Selangor Darul Ehsan
MALAYSIA**

Tel (H/P) : +60126737183

pijan085@yahoo.com
hafizanjahaffar@gmail.com

PERSONAL PARTICULARS

Identity Card No.	: 790903-01-6011
Date of Birth	: 03 September 1979
Place of Birth	: Pontian, Johor.
Age	: 43
Gender	: Male
Nationality	: Malaysian
Race	: Malay
Religion	: Islam
Marital Status	: Married
Language Written	: Malay / English
Language Spoken	: Malay / English

CAREER OBJECTIVES

To contribute to the success and profitability of the company through my effort, expertise and experience.

EDUCATIONAL / TRAINING BACKGROUND

ACADEMIC QUALIFICATION

- | Year | |
|---------|--|
| 1. 2018 | - Diploma Kemahiran Malaysia (Malaysian Skill Diploma)
Aircraft Maintenance AVIONIC
Jabatan Pembangunan Kemahiran |
| 2. 1996 | - Sijil Pelajaran Malaysia Vokasional (SPMV) Grade 2
Sekolah Menengah Vokasional Alor Gajah Melaka |
| 3. 1994 | - Penilaian Menengah Rendah (PMR)
Sekolah Menengah Simpang Empat Alor Gajah Melaka |

TECHNICAL AND ENGINEERING COURSES

- | | |
|-------------------------------|--|
| 1. 09 Nov 1998 – 29 Sep 1999 | - RMAF Electronic Mechanic Course
Institut Teknologi Aerospace, TUDM Alor Setar |
| 2. 12 Apr 2000 – 12 Oct. 2001 | - RMAF Electronic Technician Course
Institut Teknologi Aerospace TUDM Alor Setar |
| 3. 04 Feb 2002 – 27 Apr 2002 | - C130H System Type Rating Course
C130 System School TUDM Subang. |
| 4. 30 Sep 2002 – 02 Nov 2002 | - KC130H, MK32B-751 Air Refueling Pod System Type Rating
C130 System School TUDM Subang |
| 5. 16 Nov 2009 – 04 Dec 2009 | - MK32B-754M Air Refueling Pod
SUKHOI System School TUDM Gong Kedak |
| 6. 20 Sep 2010 – 01 Oct. 2010 | - C130H Engine Ground Run
C130 System School TUDM Subang |
| 7. 07 Oct. 2013 – 08 Nov 2013 | - T2 Avionics Type Rating Course Airbus Helicopters AS 365 N3
Airbus Helicopters Training Center, Marignane, France. |
| 8. 25 Jun 2019 – 26 Jun 2019 | - Technical Airworthiness Management (Regulation 4 & 5) Training
Conducted by DGTA in collaboration with BHIC AeroServices Sdn Bhd. |

MANAGEMENT COURSE

1. 06 Aug 2008 – 26 Sep 2008 - Senior Supervisor Course 179/08
Management and Administration Institute TUDM Subang
2. 24 Feb 2004 – 26 Mac 2004 - Junior Supervisor Course 196/04
Management and Administration Institute TUDM Subang
3. 04 Aug 2010 – 06 Aug 2010 - Leadership & Teambuilding Essential Skills Training and Workshop
Kuala Lumpur
4. 15 Feb 2014 – 16 Feb 2014 - Human Factors In Aviation Maintenance
Kuala Lumpur
5. 21 Apr 2014 – 21 Apr 2014 - ISO 9001:2008 Quality Management System Awareness Training
Course. BHIC Aero Services Sdn Bhd
6. 23 Jun 2014 – 24 Jun 2014 - Aircraft Maintenance Safety Training
Kuala Lumpur
7. 13 Jan 2016 – 13 Jan 2016 - Foreign Object Damage (FOD) & Suspected Unapproved Parts (SUP)
ELITE OPA Sdn Bhd
8. 21 Jan 2016 – 21 Jan 2016 - Human Factors & Error Management (HFEM)
ELITE OPA Sdn Bhd
9. 22 Sep 2016 – 23 Sep 2016 - Hazard identification Risk Assessment And Risk Control (HIRARC)
BHIC Aero Services Sdn Bhd
10. 23 Aug 2017 – 24 Aug 2017 - Handling Difficult Customers: The Professional Way
11. 31 Oct 2017 - Aviation Human Factors
12. 12 Nov 2018 – 13 Nov 2018 - Industrial Discipline
13. 27 Nov 2018 – 29 Nov 2018 - Building Effective Supervisory Techniques
14. 23 Aug 2020 – 25 Aug 2020 - Tropical Basic Offshore Safety Induction & Emergency Training With
EBS And Travel Safety By Boat.

AWARDS AND CERTIFICATE

- | | |
|---------|---|
| Year | |
| 1. 2008 | - Sijil Perkhidmatan Cemerlang (ATM)
(Malaysian Armed Forces Military Excellent Services Cert) |

INTERPERSONAL SKILLS

- Eager to learn and able to absorb fast
- Hardworking, innovative, and creative
- Able to work independently and cooperate fully in groups
- Able to work under pressure
- Able to work overtime
- Energetic, active, and cheerful personality
- Highly responsible and punctual

WORKING EXPERIENCES

- | | |
|------------------------|--|
| 1. Oct 2013 – Present | - BHIC AEROSERVICES Sdn Bhd, SUBANG |
| | - Aircraft Airbus Helicopters AS 365 N3, EC 725AP, AS 555SN |
| Designation | : Aircraft Senior Technician |
| Work Description | : Avionic Maintenance Inspector (B2) for Helicopter AS 365 N3, Heavy Maintenance Check, 12Y / 'C' check inspection, 600 Hrs Inspection, 1Y Inspection, 2Y and 4Y Inspection, Modification and de-modification. |
| | : Involve with 600 Hrs Arriel 2C Engine Inspection. |
| | : Involve with AS365 N3 Ramp Operation. |
| | Removal and refit of unit. Disconnection and reconnection. |
| | Examination of equipment for physical defect. |
| | As Maintenance Inspector for Ni-Cad SAFT Aircraft Main Battery servicing and overhaul. |
|
 | |
| 2. Oct 2001 – Dec 2001 | - 1 st Line Servicing at No.15 Squadron TUDM Butterworth |
| | - BAE Hawk 108 and Hawk 208 |
| Designation | : Electrical Technician |
| Work Description | : First Line Maintenance |
|
 | |
| 3. Jan 2001 – Apr 2013 | - 1 st Line Servicing and 2 nd Line Servicing at No. 20 Squadron, TUDM |
| | - Subang Aircraft C130H, C130H-30R, PC130H, KC130H |
| Designation | : Electrical Supervisor and Air to Air Refueling (AAR) Instructor for AAR Pod MK32B-751 aircraft KC130H. |

Work Description : Undertake routine schedule servicing, calibration, repair, replacement and adjustment of aircraft electrical system, rectification, and troubleshooting.
Responsible in managing electrician manpower to higher authority regarding aircraft serviceability, spare, management of electrician manpower.
Housekeeping and all flight safety aspects in the working area.
Responsible in aircraft towing to departure and landing.

OTHERS

1. Expected Salary: RM 8000.00
2. Can be start after 3 months' notice on present company.

REFERENCE

1. ZAMRI BIN ROSDAN
AS365 N3
Maintenance Manager
BHIC Aero Services Sdn Bhd
Malaysia
Email:
Zamri.rosdan@bhic.com.my
Phone: +60123011178
2. MICHAEL ROURESSOL
(Airbus Helicopter France)
Head of Light Helicopter
Technical Support for AS
350/AS 355
Email:
Michael.m.rouressol@airbus.com
Phone: +33623868705
3. AISHAH NANYAN
Quality Manager
BHIC Aero Services Sdn Bhd
Malaysia
Email:
Aishah.nanyan@bhic.com.my
Phone: +60139577739

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



EMPLOYMENT APPLICATION FORM

PERSONAL PARTICULARS

Name as per NRIC : HAFIZAN BIN JAHAFFAR

Preferred Name : HAFIZAN

Gender : Male [] Female []

Old I/C No. : T720085

New I/C No. : 790903-01-6011

Nationality : MALAYSIAN

Passport No. : N/A

Date of Birth : 03 SEPTEMBER 1979

Place of Birth : PONTIAN, JOHOR

Age : 43

Marital Status : MARRIED

Permanent Address (house)

NO.43, JALAN SP 5/3, SERI PRISTANA, 47000,
SUNGAI BULOH, SELANGOR.

Correspondence Address (mailing)

Effective Until : _____

Tel No. : (House) 03 60398548

Tel. No. : (House)

(Mobile) 012 6737183

(Office) 03 78596881

Fax No. : N/A

E-mail : hafizanjahaffar@gmail.com

FAMILY PARTICULARS

i) Name of Spouse (if applicable) : SYAUQIRA SALMA BINTI MANSOR
Occupation : AIRCRAFT MAINTENANCE
Name of Employer : AIROD SDN BHD, 47200, SUBANG, SELANGOR
Tel No. : 03 78465112

ii) Details of Children (if applicable)

	Name	Gender	Birth Date	Level of Education
1.	MUHAMMAD ALIFF HAQIMI	MALE	14 AUG 2009	SECONDARY HIGH SCHOOL
2.	MUHAMMAD ARIFF HAZIQ	MALE	08 MAR 2012	PRIMARY SCHOOL
3.	NUR AIMY HUMAIRA	FEMALE	17 APR 2015	PRIMARY SCHOOL
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____

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)	1992	1996	PMR/PT3 Grade : 1A, 3B, 4C Aggregate : SPM Grade : 2 Aggregate : 24
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s) DIPLOMA KEMAHIRAN MALAYSIA (DKM)	2018	2018	Major : CGPA/Grade : AIRCRAFT AVIONIC MAINTENANCE
Degree Course(s)			Major : Minor : 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
AS 365 N3 T2 AVIONICS TYPE	EUROCOPTER TRAINING SERVICES	07/10/2013 - 08/11/2013	MARIGNANE, FRANCE
TAMM (REGULATION 4 & 5) TRAINING	DGTA	25/06/2019 - 26/06/2019	BHIC AERO SERVICES SDN BHD
CAAM Part 145	ZRST Training Sdn Bhd	23/10/2019 - 24/10/2019	BHIC AERO SERVICES SDN BHD

LANGUAGE PROFICIENCY

* Please indicate (Average, Good, Excellent)

Bahasa Melayu : _____
English : _____
Others : _____

* Written	* Spoken
EXCELLENT	EXCELLENT
GOOD	GOOD

COMPUTER LITERACY

- Are you familiar in operating a computer?
 Yes* No
- List of PC Software that you are familiar with
WINDOWS 7 AND WINDOWS 10

OTHER SKILLS (Please Specify)

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements
or Current

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			
RMAF NO.20 SQN	1997	2013	16	CARRIED OUT FIRST LINE MAINTENANCE, REPLACING DEFECTIVE COMPONENT, TROUBLESHOOTING, AIRCRAFT WIRING CHECK, SERVICING. CARRIED OUT BASE MAINTENANCE INSPECTION.		COMPLETE CONTRACT
BHIC AERO SERVICES SDN BHD MMEA AS365 N3 HELICOPTER	2013	PRESENT	9	CARRIED OUT LINE AND BASE MAINTENANCE INSPECTION, 600 HRS, 1YEAR, C CHECK, TROUBLESHOOTING, REPLACEMENT DEFECTIVE COMPONENT, TESTING AND CARRIED OUT SAFT NICAD AIRCRAFT MAIN BATTERY SERVICING AND OVERHAUL.		WANTING TO LEAVE

Please use attachment for additional information.

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT		TRANSPORTATION	
Basic monthly salary: RM 5310.0	BONUS (No. of months): <u> </u> N/A Contractual : <u>PERMANENT STAFF</u> Variable : <u> </u>	Do you possess your own transport Yes : <u>YES</u> No : <u> </u>	What type of transport license do you have? B2,D,Others(Please specify) : <u>B AND D</u>
Allowances (Please specify if any) :	Car Privilege Type : <u> </u> Driver : (Yes/No) Petrol Allowance/month : <u> </u>	Loan subsidy : Interest rate House (Yes/No) : <u> </u> % Car (Yes/No) : <u> </u> % Others <u> </u> : <u> </u> %	
Other Benefits (If any):	AS365 N3 APPROVAL ALLOWANCE, BATTERY SHOP ALLOWANCE, SYIFT ALLOWANCE		
Expected monthly salary: RM 8000.00	Resignation notice period : 3 MONTH		

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

WORKING WITH A GOOD TEAMWORK AND COMMUNICATION BETWEEN TEAM BEFORE STARTING WORK

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

NIL

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

NIL

PERSONAL REFERENCES (NON-RELATIVES / NONSCEMPLOYEE)

Name : MAJOR (R) ZAMRI BIN ROSDAN

Address : BHIC AERO SERVICES SDN BHD,

: MMEA SUBANG AIR STATION, JLN TUDM,

: 40150 SUBANG SELANGOR.

Tel No. : +6012 3011178

Relationship : AS365 N3 MAINTENANCE MANAGER

Name : KDR (M) NOR AZMAN BIN MOHD ZAHRI

Address : MMEA SUBANG AIR STATION, JLN TUDM,

: 40150 SUBANG SELANGOR.

Tel No. : +6019 4262104

Relationship : CO AS365 N3 HELICOPTER SQUADRON

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 : hafizan

Date : 28 JUN 2022



BHIC AEROSERVICES SDN BHD

Payslip for the month of June 2022 Period 01 Jun 2022 - 30 Jun 2022

Employee Information

Employee Code	BHICAS015	Employee Name	Hafizan Bin Jahaffar	Date of Joining	01/10/2013
Position	Senior Technician	Bank A/C No	200990792354	Department	Maintenance
Employee Tax No	SG22395511060	Employee EPF No.	14377447		

Earnings/Allowance	Units	Amount (Malaysian Ringgit)	Deductions	Units	Amount (Malaysian Ringgit)
Basic Salary	0	5,310.00	EPF Employee Contr.	0	759.00
Approval Holder Allowance	0	1,000.00	Monthly Tax Deduction	0	888.40
Shift Allowance	0	200.00	Keleab Sukan BOUSTEAD	0	10.00
Shop Allowance	0	300.00	SOCSCO Employee Contr.	0	19.75
Backpay Shop Allowance	0	1,500.00	Zakat	0	100.00
Overtime X 1	0	1,000.00	EIS Employee Contr.	0	7.90
Overtime Normal WD	0	829.33			
Overtime X 2.0 RD	0	19.23			
Overtime X 3.0	0	216.35			
Gross Earnings		10,374.91	Gross Deductions		1,785.05

Net Pay		8,589.86
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Net Pay in Words: Eight thousand Five hundred Eighty Nine Malaysian Ringgit and Eighty Six sen only.

Employer Contributions	Monthly	YTD	Other Info.
Employer EPF	828.00	4,332.00	Annual Leave Balance Units: 16.00
Employer SOCSCO Deduction	69.05	414.30	Mode of Payment: Bank-Transfer
EIS Employer	7.90	47.40	Bank Name: AFFIN BANK BERHAD
			Paid Days: 30.00