

# INTERVIEW APPRAISAL FORM

Galaxy Aerospace

Name : NURLIYANA SYAFIQAH Position : Logistik & Document Control Date : 13/6/23  
Mohamed Najiff  
 Interviewer's name : M. H. D. Sumari Sulaim Resignation : LL Dept : Logistik

PHYSICAL APPEARANCE	Unpleasant appearance	Appears to lack energy	Good physical appearance	Appears fit and alert	Exceptionally energetic	4
	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	4
	1	2	3	4	5	
CONFIDENCE	Shy, retiring, arrogant	Submissive, and argumentative	Reasonably self assured	Shows self confidence	Self assured and inspires confidence	4
	1	2	3	4	5	
EXPRESSION OF IDEAS	Unclear and illogical	Not well defined or expressed	Makes sense	Convincing thoughts	Exceptionally good and logical	3
	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	3
	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	3
	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	4
	1	2	3	4	5	
COMMUNICATION SKILL	No skill at all	Little skill	Reasonable amount of skill	Good skill	Exceptionally good skill	4
	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	4
	1	2	3	4	5	
ADAPTABILITY	Incompatible	Alright but not good enough	Reasonably sufficient	Good adaptability	Can definitely adapt well	4
	1	2	3	4	5	
<b>TOTAL</b>						<b>37</b>

Recommendations for employment : YES NO / KIV

Comments : To replace Cit Nadjial for work in Warehouse - Logistik.  
Good Candidate - Interview in Gann - APMAN.

Signature of Interviewer : Basic salary : 2,400 Allowances : 100  
 Reporting to : Mohd Sumari Department : Warehouse Section : Store  
 Commencing date : ..... Probation : 3 mths Others : .....  
 Verified by HRD : ..... Approved by : ..... Date : .....

# INTERVIEW APPRAISAL FORM

Galaxy Aerospace

Name : MARLIYANA SYAFIQAH Position : LOGISTICS Date : 13/6/2023  
RINTI MOHAMMED NADIFF

Interviewer's name : ANWAR UJMAN Designation : HR Dept : HR

PHYSICAL APPEARANCE	Unpleasant appearance	Appears to lack energy	Good physical appearance	Appears fit and alert	Exceptionally energetic	
	1	2	3	4	5	4
TRAITS	Nervous and embarassed	Stiff and uncomfortable	comfortable and at ease	Alert and free of tension	Unusually self possessed/alert	
	1	2	3	4	5	4
CONFIDENCE	Shy, retiring, arrogant	Submissive, and argumentative	Reasonably self assured	Shows self confidence	Self assured and inspires confidence	
	1	2	3	4	5	4
EXPRESSION OF IDEAS	Unclear and illogical	Not well defined or expressed	Makes sense	Convincing thoughts	Exceptionally good and logical	
	1	2	3	4	5	4
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	3
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	3
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	4
COMMUNICATION SKILL	No skill at all	Little skill	Reasonable amount of skill	Good skill	Exceptionally good skill	
	1	2	3	4	5	4
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	3
ADAPTABILITY	Incompatible	Alright but not good enough	Reasonably sufficient	Good adaptability	Can definitely adapt well	
	1	2	3	4	5	4
<b>TOTAL</b>						<b>37.</b>

Recommendations for employment : YES / NO / KIV

Comments : Studied Diploma in A/c Maintenance. 2400.

- Intern in GPM - APM

Signature of Interviewer : Working non A/c Maintenance - Astro/Insurance - 2400 Allowances : .....

Reporting to : ..... Department : ..... Section : .....

Commencing date : ..... Probation : ..... Others : .....

Verified by HRD : ..... Approved by : ..... Date : .....