

INTERVIEW APPRAISAL FORM



Name : MUHAMMAD LURMAN FAKHRI Position : Tools STORE Date : 26/10/2022

Interviewer's name : JASMALZAM JAMALUDIN Designation : E.C Dept : AMO

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	3
	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	3
	1	2	3	4	5	
COMMUNICATION SKILL	No skill at all	Little skill	Reasonable amount of skill	Good skill	Exceptionally good skill	3
	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	2
	1	2	3	4	5	
ADAPTABILITY	Incompatible	Alright but not good enough	Reasonably sufficient	Good adaptability	Can definitely adapt well	3
	1	2	3	4	5	
TOTAL						31

Recommendations for employment :

YES / NO / KIV

Comments : RECOMMENDED TO HIRE AS A STAFF

Signature of Interviewer : Basic salary : RM 2000.00 Allowances :

Reporting to : MOHD FADZLIE ADAM Department : AMO Section :

Commencing date : 1 - Nov - 2022 Probation : Others :

Verified by HRD : Approved by : Date :

INTERVIEW APPRAISAL FORM

Name: Muhammad Luqman Fauzi (21 yo) Position: _____ Date: 26/10/22

Interviewer's name: Ejan / Jae Designation: _____ Dept: _____

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 <i>got friend who has tools</i>	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 <i>as tech</i>	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**

Comments : preferably as technician, his dream - to work with a/c. Can hire for temporary and absorb to tech post as study.

Signature of Interviewer : _____ Basic salary : _____ Allowances : _____

Reporting to : _____ Department : _____ Section : _____

Commencing date : Any time Probation : _____ Others : _____

Verified by HRD : _____ Approved by : _____ Date : _____

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



EMPLOYMENT APPLICATION FORM

PERSONAL PARTICULARS

Name as per : NRIC : <u>MUHAMMAD LUQMAN FAKHRI BIN ABD AZIZ</u>	
Preferred Name : <u>LUQMAN FAKHRI</u>	Gender : Male <input checked="" type="checkbox"/> Female []
Old I/C No. : <u>010526050109</u>	New I/C No. :
Nationality : <u>MALAY</u>	Passport No. :
Date of Birth : <u>26 MAY 2001</u>	Place of Birth : <u>HOSPITAL BESAR SEREMBAN</u>
Age : <u>21</u>	Marital Status : <u>SINGLE</u>
Permanent Address (house) <u>NO 342 A, JLN BOJANG INDAH 119, TMN LEMBANG BOJANG INDAH 08100 BEBONG KEDAH</u>	Correspondence Address (mailing) Effective Until : <u>MARCH 2022</u> <u>NO. 416 JLN DAHLIA 1/1, TMN DAHLIA BANDAR BARU PALAK TINJIBI 43900 SERDANG. SELANGOR</u>
Tel No. : (House) <u>04-4520047-</u> (Mobile) <u>019-3369072-</u>	Tel. No. : (House) <u>-</u> (Office) <u>011-11418211</u>
Fax No. :	E-mail :

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)	JANUARY 2014	DECEMBER 2018	PMR/PT3 Grade : 6As Aggregate : SPM Grade : 4As Aggregate :
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s)	JUNE 2019	AUGUST 2022	Major : ENGINEERING CGPA/Grade : 3.79
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
SAFETY MANAGEMENT	MAS	07/03/22	HANGAR 6
FUEL TANK SAFETY	MAS	09/03/22	HANGAR 6
E.W.I.S.T	MAS	10/3/22	HANGAR 6
OCCUPATIONAL SAFETY	MAS	13/3/22	HANGAR 6

LANGUAGE PROFICIENCY

COMPUTER LITERACY

* Please indicate (Average, Good, Excellent)			• Are you familiar in operating a computer? Yes*/No
Bahasa Melayu	* Written	* Spoken	• List of PC Software that you are familiar with MICROSOFT, ARDUINO IDE.
	Good	Good	
English : _____			OTHER SKILLS (Please Specify)
Others : _____			

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements or Current Involvement	CLUBS, DEBATOR
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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			
AIRCRAFT TECHNICIAN TRAINEE	03/22	08/22	6 MONTHS	ASSISTING HIGHLY SKILLED ENGINEER AND TECHNICIAN WHO WORK IN THE AVIATION INDUSTRY.	-	END OF CONTRACT.

Please use attachment for additional information.

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT		TRANSPORTATION	
Basic monthly salary:	Bonus (No. of months): <u> </u> Contractual : <u> </u> Variable : <u> </u>	Do you possess your own transport Yes : <u>Bike</u> No : <u> </u>	What type of transport license do you have? B2, D Others (Please specify) : <u>B2, D</u>
Allowances (Please specify if any) :	Car Privilege Type : <u> </u> Driver : (Yes/No) <u> </u> Petrol Allowance/month : <u> </u>	Loan subsidy : <u> </u> House (Yes/No) : <u> </u> % Car (Yes/No) : <u> </u> % Others : <u> </u> %	
Other Benefits (If any):			
Expected monthly salary: <u>MYR 1800 - 2000</u>		Resignation notice period :	

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

TRAINEE

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 : ASSYRAF B. ZOLFELLI
Address : NO. 46 JLN DAHLIA '11
TMN DAHLIA, BANDAR
BARU SAKAK TINGGI
43900 SEPANG
Tel No. : 011 - 1141 8211
Relationship : HOUSEMATE

Name : DINIE SAFUAN B. KHOSIM
Address : NO. 46, JLN DAHLIA '11
TMN DAHLIA, BANDAR
BARU, SAKAK TINGGI
43900 SEPANG
Tel No. : 017 - 499 0670
Relationship : HOUSEMATE.

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 : 25 OCT 2022