

INTERVIEW APPRAISAL FORM

Galaxy Aerospace

Name : MUHAMMAD KAZMI B. MUHAMMAD Position : AMO PLANNER Date : 14/3/2022

Interviewer's name : AZULAH B. MAJAP Designation : DEPUTY EM Dept : ENGINEERING

| | | | | | | |
|-----------------------|---|--|--|---|---|-----------|
| PHYSICAL APPEARANCE | Unpleasant appearance <div style="text-align: right;">1</div> | Appears to lack energy <div style="text-align: right;">2</div> | Good physical appearance <div style="text-align: right;">3</div> | Appears fit and alert <div style="text-align: right;">4</div> | Exceptionally energetic <div style="text-align: right;">5</div> | 5 |
| TRAITS | Nervous and embarrassed <div style="text-align: right;">1</div> | Stiff and uncomfortable <div style="text-align: right;">2</div> | comfortable and at ease <div style="text-align: right;">3</div> | Alert and free of tension <div style="text-align: right;">4</div> | Unusually self possessed/alert <div style="text-align: right;">5</div> | 4 |
| CONFIDENCE | Shy, retiring, arrogant <div style="text-align: right;">1</div> | Submissive, and argumentative <div style="text-align: right;">2</div> | Reasonably self assured <div style="text-align: right;">3</div> | Shows self confidence <div style="text-align: right;">4</div> | Self assured and inspires confidence <div style="text-align: right;">5</div> | 4 |
| EXPRESSION OF IDEAS | Unclear and illogical <div style="text-align: right;">1</div> | Not well defined or expressed <div style="text-align: right;">2</div> | Makes sense <div style="text-align: right;">3</div> | Convincing thoughts <div style="text-align: right;">4</div> | Exceptionally good and logical <div style="text-align: right;">5</div> | 5 |
| EXPERIENCE | No experience at all <div style="text-align: right;">1</div> | Experience not suitable but helpful <div style="text-align: right;">2</div> | Fair experience <div style="text-align: right;">3</div> | Experience suits job <div style="text-align: right;">4</div> | Experienced. suits job very well <div style="text-align: right;">5</div> | 3 |
| EDUCATION | No education at all <div style="text-align: right;">1</div> | Basic education but not enough <div style="text-align: right;">2</div> | Sufficient education <div style="text-align: right;">3</div> | Has relevant qualifications and certificates <div style="text-align: right;">4</div> | Has additional qualifications, Diploma/Degree <div style="text-align: right;">5</div> | 5 |
| MOTIVATION & AMBITION | No motivation and ambition <div style="text-align: right;">1</div> | Little interest, seems to be complacent <div style="text-align: right;">2</div> | Interest fair, and reasonable desire to succeed <div style="text-align: right;">3</div> | Definite future wants to succeed <div style="text-align: right;">4</div> | Ambitious, high aims, planned aims, of success <div style="text-align: right;">5</div> | 4 |
| COMMUNICATION SKILL | No skill at all <div style="text-align: right;">1</div> | Little skill <div style="text-align: right;">2</div> | Reasonable amount of skill <div style="text-align: right;">3</div> | Good skill <div style="text-align: right;">4</div> | Exceptionally good skill <div style="text-align: right;">5</div> | 4 |
| SUPERVISORY SKILL | Lacking in such skill <div style="text-align: right;">1</div> | Has skills but not enough <div style="text-align: right;">2</div> | Reasonably skilled <div style="text-align: right;">3</div> | Good skill <div style="text-align: right;">4</div> | Exceptionally good skill and experience <div style="text-align: right;">5</div> | 3 |
| ADAPTABILITY | Incompatible <div style="text-align: right;">1</div> | Alright but not good enough <div style="text-align: right;">2</div> | Reasonably sufficient <div style="text-align: right;">3</div> | Good adaptability <div style="text-align: right;">4</div> | Can definitely adapt well <div style="text-align: right;">5</div> | 4 |
| TOTAL | | | | | | 41 |

Recommendations for employment : YES / NO / KIV

Comments :

Signature of Interviewer : Basic salary : 2000 Allowances : -
 Reporting to : ENGINEERING CONTROLLER Department : ENGINEERING Section : AMO PLANNER
 Commencing date : 01/4/2022 Probation : 8MTH Others : + 4MTH IF REQ.
 Verified by HRD : Approved by : Date :

MUHAMMAD NAZMI BIN MUHAR

nazmimuhar@gmail.com | +60176554618

A highly motivated and enthusiastic Bachelor (Honours) of Mechanical Engineering graduate from University of South Australia. Currently seeking for job opportunities to invest my skills and foster the organization's goal and improving the community.

EDUCATION

- 2017-2020** Bachelor (Hons) of Mechanical Engineering
University of South Australia, Adelaide, Australia (UniSA) | CGPA: 3.4/4
- 2016-2017** Foundation in Engineering
Taylor's University Lakeside, Subang Jaya
- 2011-2015** SMK St. John's Institution, KL

WORK EXPERIENCE

- Aug 2021- Dec 2021** DRB-HICOM Defence Technologies SDN. BHD. (DEFTECH), Seksyen 15, Shah Alam
Protégé (Supplier Quality Assurance)
- Responsible for conducting the quality inspection for military vehicle and vehicle parts upon submission from vendor
 - Involve in parts Localization project
 - Responsible to liaise with all vendors on gathering vendors information's
- May 2021- July 2021** Nestlé Manufacturing Sri Muda Factory, Seksyen 15, Shah Alam
Post-Graduate Internship (Factory Supply Chain)
- Responsible to carry out stock count in warehouse.
 - Responsible in handling and monitoring incoming stock upon delivery.
 - Accountable of data entry for goods and receiving upon delivery.
- Dec 2019- February 2020** Petroliam Nasional Berhad (PETRONAS), Twin Tower
Internship (Specialized Water Injection Fast Track - SWIFT Project)
- Analyses Water Injection (WI) Performance for all fields by using PETRONAS Global Production System (PGPS) in Peninsular Malaysia Assets.
 - Presented Water Injection (WI) performance analysis to all fields and PGPS team.
 - Responsible in SWIFT operations section administration works such as meeting room booking and event planning.
 - Gathered data from all field in Peninsular Malaysia Assets by applying Water Injection Module and Assurance (WIMA) guidelines and provide technical support to SWIFT team.

Sep 2020- Jan 2021

Regency Orchids, Adelaide, Australia

Florist (Part Time)

- Responsible for rotating inventory and making sure that only fresh flowers were sold to customers.
- Organized daily deliveries to the customers and ensure delivery is on time and accurate to details.

LANGUAGE PROFICIENCY

Malay: Native Speaker

English: Upper Intermediate

Japanese: Basic

ACHIEVEMENT

- Received an International Merit Scholarship Award from University of South Australia (UniSA) in 2017.
- Top 3 in UniSA Warman Design and Build Competition (School of Engineering) in 2018.
- 1st place in ROBOCAR race competition and best design - School of Engineering in 2016.
- 2nd place in Amazing Race organized by Adelaide UMNO Club 2017.
- 1st place in Malaysian Students' Council of Australia (MASCA) Run.
- 7th place in marathon organized by University of Technology Shah Alam, Malaysia.

SKILLS

| | | | |
|------------------|--------------|----------------------------|-------|
| Microsoft Word: | Advanced | C Programming: | Basic |
| Microsoft Excel: | Advanced | ARDUINO: | Basic |
| PowerPoint: | Advanced | PGPS (Oil & gas- related): | Basic |
| MATLAB: | Basic | OFM (Oil & gas- related): | Basic |
| Minitab: | Intermediate | FPC (Oil & gas- related): | Basic |
| Solidworks: | Advanced | | |

INVOLVEMENT & VOLUNTEER

- Involved in 7th EURECA International Engineering Research Conference 2018 organized by Taylor's University, Lakeside, Malaysia.
- Malaysian Students' Council of Australia Run 2020 (MASCA Run).
- Volunteered in South Australia Malaysian Games 2018 (SAMG) organized by Malaysian Student Council Association (MASCA) – Dodgeball and FIFA E-games.

REFERENCES

Ir. Sriyanta Hadi

Principal (Production Planning), Production – Technical Excellence, Operational Excellence & Centre of Excellence.

+6019 - 9450345

sriyantahadi@petronas.com.my

Andrew Michelmore

Senior Lecturer at University of South Australia

amichelmore@internode.on.net

Dr Se Yong A/L Eh Noum

School of Computer Science & Engineering, Faculty of Innovation & Technology

+017-9728210

seyong.ehnom@taylor.edu.au

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial

Galaxy Aerospace

maintenance . repair . overhaul

**EMPLOYMENT APPLICATION
FORM****PERSONAL PARTICULARS**Name as per NRIC : *Muhammad Nazmi Bin Muhar*Preferred Name : *Muhammad Nazmi*Gender : Male Female Old I/C No. : *-*New I/C No. : *981203-43-5559*Nationality : *Malaysian*

Passport No. :

Date of Birth : *31/12/1998*Place of Birth : *Malaysia*Age : *24*Marital Status : *Single*

Permanent Address (house)

*No. 39 Jalan 215A Taman Melati
Setapak 53100 Kuala Lumpur*

Correspondence Address (mailing)

Effective Until : _____

Tel No. : (House) *-*Tel. No. : (House) *-*(Mobile) *+6017-6554618*(Office) *-*Fax No. : *-*E-mail : *nazmimuhar@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 ST. JOHN INSTITUTION | 1/2011 | 12/2015 | PMR/PT3 Grade : 3A, 5B Aggregate : SPM Grade : 4A, 4B, 2C Aggregate : |
| A-Level/STPM/Matriculation(s) Taylor's University (Foundation) | 1/2016 | 12/2016 | Result(s) : 2.70/4 |
| Certificate(s) | | | Major : Grade : |
| Diploma Course(s) | | | Major : CGPA/Grade : |
| Degree Course(s) University of South Australia (UNISA) | 2/2017 | 12/2020 | Major : Bachelor Engineering (Honours) (Mechanical) Minor : CGPA/Class : 3.4 (Second 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 |
|-------------------------------|----------------------|---------------|-----------|
| Emergency First Aid CPR & AED | NESTLE manufacturing | 30/11/2021 | Shah Alam |
| | | | |
| | | | |
| | | | |

LANGUAGE PROFICIENCY

COMPUTER LITERACY

* Please indicate (Average, Good, Excellent)

• Are you familiar in operating a computer?

Yes*/No

Bahasa Melayu ✓

English : ✓

Others : Japanese

* Written

Excellent
Excellent

Basic

* Spoken

Excellent
Excellent

Basic

• List of PC Software that you are familiar with

Words, Excel, Powerpoint, Solidworks, C-Programming

OTHER SKILLS (Please Specify)

Arduino, Matlab,

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

| | |
|---|--|
| Highest Achievements or Current Involvement | |
|---|--|

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 | | | |
| DRB-HICOM Defence Technologies (DEFTECH) Protégé (SOA) | (8/2021) | (12/2021) | 5 month | - Responsible for conducting the quality inspection for military vehicle | RM2,000 | - completed protege program |
| Nestlé Manufacturing Seri muda factory Post Graduate Internship (Factory supply chain) | (5/2021) | (7/2021) | 3 month | - Responsible to carry out stock count in warehouse | RM800 | - received better offer |
| Petroleum Nasional Berhad (PETRONAS) Internship (SWIFT) | 12/2019 | 2/2020 | 3 month | - Analyses Water Injection (WI) Performance for all fields in Peninsular Malaysia Assets. | RM800 | - completed Internship program |
| Regency Orchid Florist (Part time) | 9/2020 | 1/2021 | 5 month | - Responsible for rotating inventory and making sure that only fresh flowers were sold to customers. | 100AUD/day | |

Please use attachment for additional information.

| REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT | | TRANSPORTATION | |
|---|---|--|--|
| Basic monthly salary: RM2,000.00 | Bonus (No. of months): _____ Contractual : _____ Variable : _____ | Do you possess your own transport Yes : <input checked="" type="checkbox"/> No : _____ | 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 House (Yes/No) : _____ % Car (Yes/No) : _____ % Others _____ : _____ % | Interest rate |
| Other Benefits (If any): | | | |
| Expected monthly salary: <i>Commensurate with my experience</i> | | Resignation notice period : <i>Currently not working</i> | |

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

- I was involved in one of high profile project called SWIFT

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 : Ir. Sriyanta Hachi

Address : _____

: _____

: _____

Tel No. : +6019-9450345

Relationship : Supervisor

Name : Andrew Michelmore

Address : _____

: _____

: _____

Tel No. : amichelmore@intermode.on.met

Relationship : Supervisor for Final Year Project

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 : 13/3/2022