

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



EMPLOYMENT APPLICATION FORM

PERSONAL PARTICULARS

Name as per NRIC : NOR SHAHEERA IDAYU BINTI MUSTAFA

Preferred Name : SHAHEERA

Gender : Male [] Female []

Old I/C No. : -

New I/C No. : 901223 -11- 5090

Nationality : MALAYSIAN

Passport No. : -

Date of Birth : 23 DEC 1990

Place of Birth : TERENGGANU

Age : 33

Marital Status : SINGLE

Permanent Address (house)

Correspondence Address (mailing)

Effective Until : FURTHER NOTICE

C 109, SRI ARA APARTMENT, JALAN PJULIA/S
ARA DAMANSARA, 47301 PETALING,
SELANGOR.

Tel No. : (House) -

Tel. No. : (House) 017 - 4969150

(Mobile) 017 - 4969150

(Office) -

Fax No. : -

E-mail : norshaheeraidayumustafa @ 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.

NO.

EDUCATIONAL DETAILS

Name of School/College/University	START	FINISH	Qualification obtained (CGPA/Class)
	month/year	month/year	
Secondary Education(s) SEKOLAH MENENGAH KEBANGSAAN SYED HASSAN	JAN 2013	DEC 2017	PMR/PT3 Grade : 5A Aggregate : - SPM Grade : 4A Aggregate : -
A-Level/STPM/Matriculation(s) -	-	-	Result(s) : -
Certificate(s) -	-	-	Major : - Grade : -
Diploma Course(s) ENGINEERING TECHNOLOGY IN AVIONIC MAINTENANCE	JUL 2018	JUN 2021	Major : AVIONIC MAINTENANCE CGPA/Grade : 3.55
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
ROBINSON R44 GEN. FAMILIARIZATION	GALAXY AEROSPACE	24-25.08.2023	GAM SIERRA OC
A109E GEN. FAMILIARIZATION	GALAXY AEROSPACE	21-23.08.2023	GAM SIERRA
ROBINSON R66 GEN FAMILIARIZATION	GALAXY AEROSPACE	15-17.08.2023	GAM OPERATION CENTRE
AW189 GEN. FAMILIARIZATION	GALAXY AEROSPACE	21-24.07.2020	GAM OPERATION CENTRE
AW139 GEN. FAMILIARIZATION	GALAXY AEROSPACE	5-6.03.2020	GAM OPERATION CENTRE

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 OFFICE, ADOBE

English : _____

EXCELLENT
GOOD

EXCELLENT
GOOD

Others : _____

OTHER SKILLS (Please Specify)

COMMITTED, FAST LEARNER.

EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements
or Current
Involvement

- INVOLVED IN BADMINTON.

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 (M) SDN. BHD. POSITION : SENIOR TECH RECORD.	FEB 2020	CURRENT	3	MAINTAIN AND MANAGED ANY RECORDS ASSOCIATED WITH THE MAINTENANCE MANAGEMENT AND OPERATION.	RM 4800	FOR CAREER GROWTH, AND SALARY INCREMENT.
SYSTEMATIC AVIATION SERVICES SDN. BHD. TECHNICAL RECORD OFFICER.	JUL 2011	JAN 2020	9	UPDATING ALL AIRCRAFT LOGBOOKS, MONITORING AIRCRAFT SCHEDULED MAINTENANCE.	RM 2800	FOR CAREER DEVELOPMENT.

Please use attachment for additional information.

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT		TRANSPORTATION	
Basic monthly salary: RM 3700	Bonus (No. of months): <u>NO</u> Contractual : <u>YES</u> Variable : <u>-</u>	Do you possess your own transport Yes : <u>✓</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>NO</u> Driver : (Yes/No) Petrol Allowance/month : <u>NO</u>	Loan subsidy : Interest rate House (Yes/No) : <u>NO</u> % Car (Yes/No) : <u>NO</u> % Others : <u>NO</u> %	
Other Benefits (If any): <u>EXTRA RESPONSIBILITY ALLOWANCE, PRODUCTIVITY ALLOWANCE, PHONE ALLOWANCE.</u>			
Expected monthly salary: RM 5 500		Resignation notice period : 3 MONTHS	

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

HANDLING HEAVY OPERATION AIRCRAFT (J8PM FLEET).

Is there any other information (personal or work experience) which is relevant to this application?

(If yes, please specify)

No

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

YES, POSITION AS SENIOR TECHNICAL RECORD IN DECEMBER 2019.

PERSONAL REFERENCES (NON-RELATIVES / NONSCEMPLOYEE)

Name : NORHANA BINTI ISMAIL
Address : GUGUSAN KEKWA 3, SEKSYEN 7,
KOTA DAMANSARA, 47810
PETALING JAYA, SELANGOR.
Tel No. : 011 - 2180 0464
Relationship : COUSIN

Name : -
Address : -
Tel No. : -
Relationship : -

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 : 29.08.2023