

## INTERVIEW APPRAISAL FORM

**Galaxy Aerospace**

Name: Nur Shafiqah bt Mohd Zamri Position: Project Procurement Date: 24/7/24

Interviewer's name: Mohd Sumaili Suleman Designation: SCC Dept: Engineering

PHYSICAL APPEARANCE	Unpleasant appearance <input type="checkbox"/> 1	Appears to lack energy <input type="checkbox"/> 2	Good physical appearance <input checked="" type="checkbox"/> 3	Appears fit and alert <input type="checkbox"/> 4	Exceptionally energetic <input type="checkbox"/> 5	3
TRAITS	Nervous and embarrassed <input type="checkbox"/> 1	Stiff and uncomfortable <input type="checkbox"/> 2	comfortable and at ease <input checked="" type="checkbox"/> 3	Alert and free of tension <input type="checkbox"/> 4	Unusually self-possessed/alert <input type="checkbox"/> 5	3
CONFIDENCE	Shy, retiring, arrogant <input type="checkbox"/> 1	Submissive, and argumentative <input type="checkbox"/> 2	Reasonably self-assured <input checked="" type="checkbox"/> 3	Shows self confidence <input type="checkbox"/> 4	Self assured and inspires confidence <input type="checkbox"/> 5	3
EXPRESSION OF IDEAS	Unclear and illogical <input type="checkbox"/> 1	Not well defined or expressed <input type="checkbox"/> 2	Makes sense <input checked="" type="checkbox"/> 3	Convincing thoughts <input type="checkbox"/> 4	Exceptionally good and logical <input type="checkbox"/> 5	3
EXPERIENCE	No experience at all <input type="checkbox"/> 1	Experience not suitable but helpful <input checked="" type="checkbox"/> 2	Fair experience <input type="checkbox"/> 3	Experience suits job <input type="checkbox"/> 4	Experienced. suits job very well <input type="checkbox"/> 5	2
EDUCATION	No education at all <input type="checkbox"/> 1	Basic education but not enough <input type="checkbox"/> 2	Sufficient education <input checked="" type="checkbox"/> 3	Has relevant qualifications and certificates <input type="checkbox"/> 4	Has additional qualifications, Diploma/Degree <input type="checkbox"/> 5	3
MOTIVATION & AMBITION	No motivation and ambition <input type="checkbox"/> 1	Little interest, seems to be complacent <input type="checkbox"/> 2	Interest fair, and reasonable desire to succeed <input checked="" type="checkbox"/> 3	Definite future wants to succeed <input type="checkbox"/> 4	Ambitious, high aims, planned aims, of success <input type="checkbox"/> 5	3
COMMUNICATION SKILL	No skill at all <input type="checkbox"/> 1	Little skill <input type="checkbox"/> 2	Reasonable amount of skill <input checked="" type="checkbox"/> 3	Good skill <input type="checkbox"/> 4	Exceptionally good skill <input type="checkbox"/> 5	3
SUPERVISORY SKILL	Lacking in such skill <input type="checkbox"/> 1	Has skills but not enough <input type="checkbox"/> 2	Reasonably skilled <input checked="" type="checkbox"/> 3	Good skill <input type="checkbox"/> 4	Exceptionally good skill and experience <input type="checkbox"/> 5	3
ADAPTABILITY	Incompatible <input type="checkbox"/> 1	Alright but not good enough <input type="checkbox"/> 2	Reasonably sufficient <input checked="" type="checkbox"/> 3	Good adaptability <input type="checkbox"/> 4	Can definitely adapt well <input type="checkbox"/> 5	3
<b>TOTAL</b>						<b>29</b>

Recommendations for employment:

YES / NO / KIV

Comments: Recommended for hiring as a Project Procurement.

Signature of Interviewer:

Basic salary: 2,000

Allowances: 100

Reporting to: Mohd Sumaili Suleman

Department: Engineering

Section: Procurement

Commencing date: 5/8/24

Probation: 8 Month

Others: .....

Verified by HRD: .....

Approved by: .....

Date: .....