

## INTERVIEW APPRAISAL FORM

Galaxy Aerospace

Name : NURUL AMIKA CHE AZIZAN Position : AMO PLANNER Date : 14/3/2022  
 Interviewer's name : AZULAH B. MATAP Designation : DEPUTY EM Dept : ENGINEERING

PHYSICAL APPEARANCE	Unpleasant appearance 1	Appears to lack energy 2	Good physical appearance 3	Appears fit and alert 4	Exceptionally energetic 5	4
TRAITS	Nervous and embarrassed 1	Stiff and uncomfortable 2	comfortable and at ease 3	Alert and free of tension 4	Unusually self possessed/alert 5	4
CONFIDENCE	Shy, retiring, arrogant 1	Submissive, and argumentative 2	Reasonably self assured 3	Shows self confidence 4	Self assured and inspires confidence 5	5
EXPRESSION OF IDEAS	Unclear and illogical 1	Not well defined or expressed 2	Makes sense 3	Convincing thoughts 4	Exceptionally good and logical 5	3
EXPERIENCE	No experience at all 1	Experience not suitable but helpful 2	Fair experience 3	Experience suits job 4	Experienced, suits job very well 5	2
EDUCATION	No education at all 1	Basic education but not enough 2	Sufficient education 3	Has relevant qualifications and certificates 4	Has additional qualifications, Diploma/Degree 5	5
MOTIVATION & AMBITION	No motivation and ambition 1	Little interest, seems to be complacent 2	Interest fair, and reasonable desire to succeed 3	Definite future wants to succeed 4	Ambitious, high aims, planned aims, of success 5	4
COMMUNICATION SKILL	No skill at all 1	Little skill 2	Reasonable amount of skill 3	Good skill 4	Exceptionally good skill 5	4
SUPERVISORY SKILL	Lacking in such skill 1	Has skills but not enough 2	Reasonably skilled 3	Good skill 4	Exceptionally good skill and experience 5	3
ADAPTABILITY	Incompatible 1	Alright but not good enough 2	Reasonably sufficient 3	Good adaptability 4	Can definitely adapt well 5	4
<b>TOTAL</b>						<b>38</b>

Recommendations for employment :

YES NO / KIV

Comments : PROPOSE FOR AMO PLANNER TO BE REPLACED

NURUL JANNAH PLANNER HEAVIEST

Signature of Interviewer : Basic salary : 2000 Allowances : -

Reporting to : ENGINEERING CONTROLLER Department : ENGINEERING Section : PLANNER

Commencing date : 01/4/2022 Probation : 8 MTH Others : + 4MTH IF REQ.

Verified by HRD : \_\_\_\_\_ Approved by : \_\_\_\_\_ Date : \_\_\_\_\_

# NURUL AMIRA CHE AZIZAN

PROTEGE / MECHANICAL ENGINEERING



+6011-37448287



AMIRA123378@GMAIL.COM



LINKEDIN.COM/IN/NURUL-AMIRA-CHE-AZIZAN



GAMBANG, KUANTAN

## PERSONAL PROFILE

Recent graduate with a degree in Mechanical Engineering seeking for protege or any related in mechanical field/position. Highly motivated to work in a team, eager to learn, can work in a fast-paced environment and effectively communicate with other people.

### EDUCATIONAL HISTORY

**Universiti Teknologi Mara (UiTM), Shah Alam**  
Bachelor in Engineering (Hons) Mechanical | 2019 - 2022

**Universiti Teknologi Mara (UiTM), Shah Alam**  
Diploma in Engineering (Hons) Mechanical | 2015 - 2018

**Sekolah Menengah Kebangsaan (SMK) Labuan**  
Sijil Pelajaran Malaysia (SPM), Lukisan  
Kejuruteraan

**Sekolah Kebangsaan Membedai, W.P Labuan**  
Ujian Pencapaian Sekolah Rendah (UPSR)

### SKILLS SUMMARY

- Strong Work Ethics
- Team Player
- Flexible
- Problem Solving
- Active Learning
- Leadership Skills

### SOFTWARE

- Microsoft Office
- CATIA
- SOLIDWORK
- GNU OCTAVE
- ANSYS

### LANGUAGE

- Malay
- English
- German

### EXPERIENCES AND INVOLVEMENT ACTIVITIES IN UNIVERSITY

#### Mechanical Engineering Student Society (MESS)

Protocol Bureau | 2015/2016

Event handled:

- Green Card Talk
- Dean's Awards
- Design Competition
- Occupational Safety and Health Act Talk
- Dean's Talk
- Mechanical Engineering Design Day
- F1 Gravity Car Competition

#### Community Services (CSR)

2021



**For Office Use : HRIS**

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



**EMPLOYMENT APPLICATION  
FORM**

**PERSONAL PARTICULARS**

Name as per : **NURUL AMIRA BINTI CHE AZIZAN**  
NRIC

Preferred Name : **AMIRA**

Gender : Male [ ] Female []

Old I/C No. : -

New I/C No. : **970105 - 06 - 5466**

Nationality : **MALAYSIA**

Passport No. : -

Date of Birth : **05 JANUARY 1997**

Place of Birth : **KUANTAN , PAHANG**

Age : **25**

Marital Status : **SINGLE**

Permanent Address (house)

**NO 18, LORONG GAMBANG JAYA 1/14,  
PERUMAHAN MAKMUR, GAMBANG JAYA 1,  
26300 KUANTAN, PAHANG**

Correspondence Address (mailing)

Effective Until : \_\_\_\_\_

Tel : (House)

Tel. No. : (House)

(Mobile) **011 - 37448287**

(Office)

Fax No. : -

E-mail : **qmira 123378@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. _____	_____	_____	_____

## 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			
① JKR KUANTAN - Internship	FEB 2018	MAY 2018	3 MONTHS	<ul style="list-style-type: none"> <li>Work under Maintenance Dept.</li> <li>Performed inspection and maintenance for government building such as fire fighting, air-conditioning and elevator system.</li> </ul>	-	<ul style="list-style-type: none"> <li>End internship session.</li> </ul>
② BHC AEROSERVICES SDN BHD - Internship	AUGUST 2021	OCTOBER 2021	3 MONTHS	<ul style="list-style-type: none"> <li>Work under Facility, Safety and Quality Department.</li> <li>Main job scope: Monitoring, inspection</li> <li>Ensure all staff including contractor follows rules and regulation by company to ensure safety inside premise and ensure all activities run as plan.</li> </ul>	RM 500.00	<ul style="list-style-type: none"> <li>End internship session.</li> </ul>

**Please use attachment for additional information.**

REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT		TRANSPORTATION	
Basic monthly salary:	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>B2, D</u>
Allowances (Please specify if any) :  Other Benefits (If any):	Car Privilege Type : _____ Driver : (Yes/No) Petrol Allowance/month : _____	Loan subsidy : Interest rate _____ % House (Yes/No) : _____ % Car (Yes/No) : _____ % Others : _____ %	
Expected monthly salary:	Resignation notice period :		