INTERVIEW APPRAISAL FORM

RASHIDAH SALWA PAHIM Position Assistant Engineering

Date 25/3/2012

Interviewer's name : MOND FAHMI BIN DAKARIA

Designation: D. ENG CONTROVER

Dept ENGINEERING

PHYSICAL APPEARANCE	Unpleasant appearance	Appears to lack energy	Good physical appearance	Appears fit and alert	Exceptionally energetic	
, , , , , , , , , , , , , , , , , , , ,	1	ident energy	простано	4	5	4
TRAITS	Nervous and embarassed	Stiff and uncomfortable	comfortable and at ease	Alert and free of tension	Unusually self possessed/atert	3
CONFIDENCE	Shy, retiring, arrogant	Submissive, and argumentative	Reasonably self assured	Shows self confidence	Self assured and inspires confidence	4
EXPRESSION OF IDEAS	Unclear and illogical	Not well defined or expressed	Makes sense	Gonvancing thoughts	Exceptionally good and logical	5
EXPERIENCE	No experience at all	Experience not suitable but helpful	Fair experience	Experience suits job	Experienced. suits job very well	4
EDUCATION	No education at all	Basic education but not enough	Sufficient education	Has relevant qualifications and certificates	Has additional qualifications, D1ploma/Degree	T
MOTIVATION & ANBITION	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	4
COMMUNICATIO SKILL	No skill at all	Little skill	Reasonable amount of skill	Good skill	Exceptionally good skill	筹
SUPERVISORY SKILL	Lacking in such skill	Has skills but not enough	Reasonably skilled	Good skill	Exceptionally good skill and experience	4
ADAPTABILITY	Incompatible	Alright but not good enough	Reasonably sufficient	food adaptability	Can definitely adapt well	4
	1 1		1 0	1 7	TOTAL	4

Recommendations for employment:

Comments Meet requirement, ok for immediate contract

Signature of Interviewer

Reporting to

Commencing date

Verified by HRD

Basic salary......Allowances

2000

Department

ENGINEERING

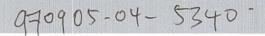
Section

PPL Probation 8 MTH Others + 4 MTH (F RO

Approved by Date

NURUL RASHIDAH SALWA RAHIM

rashidah.salwa@gmail.com +6017-2290854 Ayer Keroh, Melaka www.linkedin.com/in/rashidahsalwa/





Professional Summary

A diligent, highly passionate, and solution-oriented Bachelor of Aviation Management holder. Academically proven, with great technical and soft abilities needed to advance the organization's aims and objectives.

Core Competencies

Computer Skills

- Microsoft Word
- Microsoft Excel
- Microsoft Power Point
- Microsoft Outlook

Statistical Skills

IBM SPSS

Design Skills

- Filmora
- Canva

Language

- Bahasa Melayu (Native)
- English (Professional Working Proficiency)

Education

Universiti Kuala Lumpur, MIAT Campus - CGPA: 3.46

: 3.46 (2022)

Bachelor of Aviation Management (Hons.)

Dean's List: Semester 3 & 6

SMK Munshi Abdullah - CGPA: 2.59

Malaysian Higher School Certificate

(2016)

Working Experiences

DEFTECH Aviation Sdn Bhd Financial Services (Intern)

(July - Nov 2021) 4 Months

- 1. Issue and compile invoices to and from vendors (AirAsia, Royal Malaysian Air Force, Malaysian
- 2. Flying Academy etc.)
- 3. Maintain and ensure all vendors paid each project's cost in the allotted time frame to eliminate delays.
- 4. Conduct follow-ups on customer interactions.
- 5. Develop and maintain a filing system for all account documents, including payment and general and statement of accounts for each project.

Achievements

1. Handled renewal of sales and duty import tax exemption on behalf of DEFTECH Aviation Sdn Bhd.

Sushi King Restaurant Crew Member (Part Time)

(Aug- Nov 2017) 3 Months

- 1. Greeted customers and provided friendly services.
- 2. Maintain clean, sanitized and well-organized sitting areas.

Parkson Holding Berhad Sales Promoter (Part Time)

(Dec 2014 - Mar 2015) 3 Months

1. Recommend specific product options to meet customer needs.

References will be given upon request