

# GALAXY AEROSPACE (M) SDN. BHD.

## PERFORMANCE REVIEW FORM (OTHER THAN TECHNICIAN/STOREMAN/LAE/MI-S)

Name of Appraisee's : MUHAMMAD NOR NAJMUDDIN BIN MOHAMAD SUHAIMI  
 Designation : STOREMAN Date Join : 1/8/2023  
 Employee no.: SLIM245 Department : LOGISTIC / WAREHOUSE

**\*Write number at appropriate column**


No	Rating Factor	*Rating			
		Unsatisfactory	Satisfactory	Good	Very Good
		1	2	3	4
1	Attendance & Punctuality				4
2	Job knowledge			3	
3	Company Procedure			3	
4	Planning & Organizing				4
5	Interpersonal Relations				4
6	Judgement			3	
7	Communications				4
8	Quality of work			3	
9	Initiative/Creativity			3	
10	Managing of Resources			3	
11	Leadership Qualities			3	
12	Safety & Security Awareness				4
<b>Sub Total</b>		0	0	21	20

**Total score** 85% Note: Minimum score for confirmation/ extension/ conversion shall be 60%

**Recommendation. Please tick (✓) where applicable:**

To be Confirmed	AGREED
To Extend Probation for Further _____ (months/years)	<input type="checkbox"/>
To Extend Contract for _____ (months/years)	<input checked="" type="checkbox"/> 2 Years
To Convert Permanent Employment	<input type="checkbox"/>
To Terminate Employment	<input type="checkbox"/>
Others	_____

Remarks for Overall Performance  
 \_\_\_\_\_  
 Recommended to join Logistice Dept as a Storeman  
 \_\_\_\_\_  
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Appraiser's Signature : <u></u> Name: <u>M. H. Sumat</u> Designation: <u>SCC</u> Date : <u>7/6/24.</u>	Concurred by Head of : <u></u> Name: <u>SYAFRUL YAMANI BIN SAFRUDDIN</u> Designation: <u>Engineering Manager</u> Date : <u>7/6/2024</u> Galaxy Aerospace (M) Sdn Bhd (1040262-D)
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