

**For Office Use : HRIS**

Interview

Date:

Panel Interview :

Checked :

Date &amp;

Initial



## EMPLOYMENT APPLICATION FORM

### PERSONAL PARTICULARS

Name as per NRIC : SITI FAZLILY BINTI MOHAMMAD LATIF

Preferred Name : <u>LILI</u>		Gender : Male [ ] Female [ <input checked="" type="checkbox"/> ]	
Old I/C No. : <u>-</u>		New I/C No. : <u>880805-10-5108</u>	
Nationality : <u>MALAYSIAN</u>		Passport No. : <u>-</u>	
Date of Birth : <u>05-08-1988</u>		Place of Birth : <u>HOSPITAL BANTING</u>	
Age : <u>33</u>		Marital Status : <u>SINGLE</u>	
Permanent Address (house) <u>NO.58, JALAN TILAPIA 5, TAMAN SRI PUTRA, 42700 BANTING, SELANGOR.</u>		Correspondence Address (mailing) Effective Until : _____	
Tel No. :	(House) <u>-</u>	Tel. No. :	(House) <u>-</u>
	(Mobile) <u>012-6499228</u>		(Office) <u>-</u>
Fax No. :	<u>-</u>	E-mail :	<u>-</u>

### 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.	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
2.	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
3.	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
4.	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
5.	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
6.	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

iii. Do you have any family members currently employed in Galaxy Aerospace (M) Sdn. Bhd. or working in Gading Group? If yes, please specify.

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### EDUCATIONAL DETAILS

Name of School/College/University	START	FINISH	Qualification obtained (CGPA/Class)
	month/year	month/year	
Secondary Education(s) SEKOLAH MENENGAH KEBANGJAAN BANTING (SMKB)	2001	2005	PMR/PT3 Grade : 7A1B Aggregate : SPM Grade : 5A4B1C Aggregate :
A-Level/STPM/Matriculation(s) PERAN MATRICULATION COLLEGE	2006	2007	Result(s) : 2.88
Certificate(s) -	-	-	Major : - Grade : -
Diploma Course(s) -	-	-	Major : - CGPA/Grade : -
Degree Course(s) UNIVERSITI MALAYSIA TERENGGANU (UMT)	2007	2011	Major : ENVIRONMENT Minor : - CGPA/Class : 3.08
Post Graduate Course(s) -	-	-	Area of study : - CGPA/Class : -
Professional Qualification(s) -	-	-	Level/Stage : -

### COURSE / TRAINING ATTENDED

Title(s)	Organised by	Date attended	Location
ISO 9001 & ISO 14001 (INTRODUCTION, INTERNAL AUDITING) - QMS, EMS.	NEVILLE CLARKE	OCT 2015	SENAI, JOHOR.
	NEVILLE CLARKE	AUG 2016	SENAI, JOHOR

### LANGUAGE PROFICIENCY

### COMPUTER LITERACY

\* Please indicate (Average, Good, Excellent)

• Are you familiar in operating a computer?

Yes\*/No

• List of PC Software that you are familiar with  
MICR. OFFICE (WORD, EXCELL).

Bahasa Melayu

English : GOOD

Others : -

\* Written

\* Spoken

GOOD

GOOD

### OTHER SKILLS (Please Specify)

Internal Auditor, Deputy of Management  
Representative (SMK), Doc. Controller.

### EXTRACURRICULAR ACTIVITIES (SPORTS, CLUBS, ETC.)

Highest Achievements  
or Current  
Involvement

-

## 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) ORIENTAL STEEL PIPE SDN. BHD. - ENGINEER, QA/QC -	NOV 2011	OCT 2014	3 years	- Coordinate manpower - Documentation - NCR, Internal & external audit. - Calibration & monitoring. - Inspection.	RM 3,400	- New offer. - Upgrade experiences.
2) STEEL CENTRE (M) SDN BHD. - SR. EXECUTIVE, QA.	OCT 2014	MAR 2020	5 years	- Quality Improvement - Documentation - Inspection - Customer complaint, audit, NCR, trouble shoot. - ISO - QMS, EMS. - SIRIM, CIDB. - Calibration, training, EMP. - Emergency Response Team Leader (First Aid) - Legal Team Leader.	RM 4,700	- Back to Selangor - Family matter.
Please use attachment for additional information.						

### REMUNERATION DETAILS ON CURRENT/LAST EMPLOYMENT

### TRANSPORTATION

Basic monthly salary:  RM 4,700	Bonus (No. of months): _____ Contractual : _____ Variable : _____	Do you possess your own transport Yes : <input checked="" type="checkbox"/> No : <input type="checkbox"/>	What type of transport license do you have? B2,D,Others(Please specify) : <u>D</u>
Allowances (Please specify if any) : - Post allowance - Attendance - Auditor	Car Privilege Type : _____ Driver : (Yes/No) Petrol Allowance/month : _____	Loan subsidy : Interest rate House (Yes/No) : _____ % Car (Yes/No) : _____ % Others : _____ %	
Other Benefits (If any): <u>Medical</u>			
Expected monthly salary: RM 4,500		Resignation notice period : -	

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

- Represent SCM to do presentation during Steel Industry Bench Mark sharing (2018).
- All steel industry all over world joining to share and learn about TQM (Total Quality Management).

Is there any other information (personal or work experience) which is relevant to this application? (If yes, please specify)

- Background OSH, safety HIRARC quite similar to HIRARC.
- Basic SMS are similar to my previous company safety management.

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

NIL.

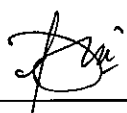
### PERSONAL REFERENCES (NON-RELATIVES / NONSCEMPLOYEE)

Name : ADNAN SADON  
Address : Steel Centre (M) Sdn Bhd.  
          : PLO 61, Senai III Industrial Area  
          : 81400 Senai, Johor.  
Tel No. : 019 - 7291625  
Relationship : \_\_\_\_\_

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 : 24/09/2021