

For Office Use : HRIS

Interview

Date:

Panel Interview :

Checked :

Date &

Initial



EMPLOYMENT APPLICATION FORM

PERSONAL PARTICULARS

Name as per : NAWWAR KHALIDAH BINTI MOHAMAD JAFAR
NRIC

Preferred Name : NAWWAR		Gender : Male [] Female [/]	
Old I/C No. :		New I/C No. : 981230435140	
Nationality : MALAYSIA		Passport No. :	
Date of Birth : 30 DECEMBER 1998		Place of Birth : HOSPITAL SUNGAI BULOH	
Age : 26 YEARS OLD		Marital Status :	
Permanent Address (house) NO 44 JALAN RAMBUTAN TAMAN PAYA JARAS PERMAI 47000 SUNGAI BULOG SELANGOR		Correspondence Address (mailing) Effective Until : _____	
Tel No. :	(House)	Tel. No. :	(House)
	(Mobile) : 01123324196		(Office)
Fax No. :		E-mail :	

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.	_____	_____	_____	_____

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

EDUCATIONAL DETAILS

Name of School/College/University	START	FINISH	Qualification obtained (CGPA/Class)
	month/year	month/year	
Secondary Education(s) SEKOLAH MENENGAH KEBANGSAAN BUKIT GADING			PMR/PT3 Grade : Aggregate : SPM Grade : Aggregate :
A-Level/STPM/Matriculation(s)			Result(s) :
Certificate(s)			Major : Grade :
Diploma Course(s) MECHANICAL ENGINEERING			Major : MECHANICAL ENGINEERING CGPA/Grade : 3.00
Degree Course(s) BACHELOR OF MECHANICAL ENGINEERING TECHNOLOGY (HONORS)(MACHINING)			Major : MECHANICAL ENGINEERING TECHNOLOGY MACHINING Minor : CGPA/Class : 3.18
Post Graduate Course(s)			Area of study : CGPA/Class :
Professional Qualification(s)			Level/Stage :

COURSE / TRAINING ATTENDED

Title(s)	Organised by	Date attended	Location
AI TECHNOLOGY	UNIVERSITY OF YAMANASHI	26 FEB – 12 MAR 2023	UNIVERSITY OF YAMANASHI, JAPAN
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

LANGUAGE PROFICIENCY

COMPUTER LITERACY

* Please indicate (Average, Good, Excellent)

• Are you familiar in operating a computer?
Yes*/No

	* Written	* Spoken
Bahasa Melayu	Excellent	Excellent
English : _____	Excellent	Excellent
Others : _____		

• List of PC Software that you are familiar with
SOLIDWORKS, AutoCAD, SAP ERP

OTHER SKILLS (Please Specify)

EXTRACURRICULARACTIVITIES(SPORTS,CLUBS,ETC.)Highest Achievements
or Current
Involvement

1. A³I SHORT EXCHANGE MOBILITY PROGRAM 2023
2. YOUNG OFFICER on RESERVE OFFICER TRAINING UNIT (ROTU)

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			
ADVANCED AIR TRAFFIC SYSTEMS (M) SDN BHD	SEP/2023	JUNE/2023	8 MONTHS	PROVIDE A HIGH LEVEL OF ADMINISTRATIVE SUPPORT TO SALES & MARKETING TEAM	RM2,000	END OF CONTRACT
SPIRIT AEROSYSTEMS MALAYSIA SDN BHD	MAR/2023	AUG 2023	8 MONTHS	ASSIST ENGINEER AND LEARNING PRODUCTION FLOW FOR AIRCRAFT	RM2,000	END OF INTERNSHIP
SURIA COMPONENT MANUFACTURING SDN BHD	NOV/2018	MAR/2019	3 MONTHS	ASSIST SUPERVISOR AND INVOLVED IN DOING QUALITY INSPECTION FOR AUTOMOTIVE COMPONENTS	RM1,000	END OF INTERNSHIP
KLINIK PERGIGIAN EZHANY	AUG/2019	SEP/2019	1 MONTH	ASSIST SUPERVISOR	RM1,000	CONTINUE STUDY

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"/> <i>mtl</i> No : _____	What type of transport license do you have? B2,D,Others(Please specify) : _____
Allowances (Please specify if any) :	Car Privilege Type : _____ Driver : (Yes/No) Petrol Allowance/month : _____	Loan subsidy : Interest rate House (Yes/No) : _____ % Car (Yes/No) : _____ % Others : _____ %	
Other Benefits (If any):			
Expected monthly salary:		Resignation notice period :	

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

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

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

PERSONAL REFERENCES (NON - RELATIVES / NONSCEMPLOYEE)

Name : _____
Address : _____
: _____
: _____
Tel No. : _____
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 : _____

INTERVIEW APPRAISAL FORM

Galaxy Aerospace

Name: Nanwar Khalidah Position: Design Eng. Date: 25/6/2024

Interviewer's name: Farooq Hanif Designation: ENG PLANNER Dept: ENG

PHYSICAL APPEARANCE	Unpleasant appearance <div style="text-align: right;">1</div>	Appears to lack energy <div style="text-align: right;">2</div>	Good physical appearance <div style="text-align: right;">3</div>	Appears fit and alert <div style="text-align: right;">4</div>	Exceptionally energetic <div style="text-align: right;">5</div>	5
TRAITS	Nervous and embarrassed <div style="text-align: right;">1</div>	Stiff and uncomfortable <div style="text-align: right;">2</div>	comfortable and at ease <div style="text-align: right;">3</div>	Alert and free of tension <div style="text-align: right;">4</div>	Unusually self possessed/alert <div style="text-align: right;">5</div>	4
CONFIDENCE	Shy, retiring, arrogant <div style="text-align: right;">1</div>	Submissive, and argumentative <div style="text-align: right;">2</div>	Reasonably self assured <div style="text-align: right;">3</div>	Shows self confidence <div style="text-align: right;">4</div>	Self assured and inspires confidence <div style="text-align: right;">5</div>	4
EXPRESSION OF IDEAS	Unclear and illogical <div style="text-align: right;">1</div>	Not well defined or expressed <div style="text-align: right;">2</div>	Makes sense <div style="text-align: right;">3</div>	Convincing thoughts <div style="text-align: right;">4</div>	Exceptionally good and logical <div style="text-align: right;">5</div>	3
EXPERIENCE	No experience at all <div style="text-align: right;">1</div>	Experience not suitable but helpful <div style="text-align: right;">2</div>	Fair experience <div style="text-align: right;">3</div>	Experience suits job <div style="text-align: right;">4</div>	Experienced. suits job very well <div style="text-align: right;">5</div>	3
EDUCATION	No education at all <div style="text-align: right;">1</div>	Basic education but not enough <div style="text-align: right;">2</div>	Sufficient education <div style="text-align: right;">3</div>	Has relevant qualifications and certificates <div style="text-align: right;">4</div>	Has additional qualifications, Diploma/Degree <div style="text-align: right;">5</div>	5
MOTIVATION & AMBITION	No motivation and ambition <div style="text-align: right;">1</div>	Little interest, seems to be complacent <div style="text-align: right;">2</div>	Interest fair, and reasonable desire to succeed <div style="text-align: right;">3</div>	Definite future wants to succeed <div style="text-align: right;">4</div>	Ambitious, high aims, planned aims, of success <div style="text-align: right;">5</div>	4
COMMUNICATION SKILL	No skill at all <div style="text-align: right;">1</div>	Little skill <div style="text-align: right;">2</div>	Reasonable amount of skill <div style="text-align: right;">3</div>	Good skill <div style="text-align: right;">4</div>	Exceptionally good skill <div style="text-align: right;">5</div>	4
SUPERVISORY SKILL	Lacking in such skill <div style="text-align: right;">1</div>	Has skills but not enough <div style="text-align: right;">2</div>	Reasonably skilled <div style="text-align: right;">3</div>	Good skill <div style="text-align: right;">4</div>	Exceptionally good skill and experience <div style="text-align: right;">5</div>	3
ADAPTABILITY	Incompatible <div style="text-align: right;">1</div>	Alright but not good enough <div style="text-align: right;">2</div>	Reasonably sufficient <div style="text-align: right;">3</div>	Good adaptability <div style="text-align: right;">4</div>	Can definitely adapt well <div style="text-align: right;">5</div>	5
TOTAL						40

Recommendations for employment: (YES) / NO / KIV

Comments: She has a strong interest in aviation companies and possesses good skills in manufacturing knowledge.

Signature of Interviewer: [Signature] Basic salary: _____ Allowances: _____
 Reporting to: _____ Department: _____ Section: _____
 Commencing date: _____ Probation: _____ Others: _____
 Verified by HRD: _____ Approved by: _____ Date: _____

INTERVIEW APPRAISAL FORM

Name : NAUWAR KHALIDAH MOHAMMAD JAFAR Position : DESIGN ENGINEER Date : 25/06/2024

Interviewer's name : NORLATENA KAMARUDIN Designation : DEC Dept : ENGINEERING

PHYSICAL APPEARANCE	Unpleasant appearance <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Appears to lack energy <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Good physical appearance <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Appears fit and alert <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Exceptionally energetic <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	5
TRAITS	Nervous and embarrassed <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Stiff and uncomfortable <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	comfortable and at ease <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Alert and free of tension <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Unusually self possessed/alert <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	4
CONFIDENCE	Shy, retiring, arrogant <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Submissive, and argumentative <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Reasonably self assured <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Shows self confidence <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Self assured and inspires confidence <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	4
EXPRESSION OF IDEAS	Unclear and illogical <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Not well defined or expressed <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Makes sense <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Convincing thoughts <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Exceptionally good and logical <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	4
EXPERIENCE	No experience at all <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Experience not suitable but helpful <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Fair experience <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Experience suits job <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Experienced, suits job very well <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	3
EDUCATION	No education at all <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Basic education but not enough <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Sufficient education <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Has relevant qualifications and certificates <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Has additional qualifications, Diploma/Degree <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	4
MOTIVATION & AMBITION	No motivation and ambition <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Little interest, seems to be complacent <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Interest fair, and reasonable desire to succeed <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Definite future wants to succeed <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Ambitious, high aims, planned aims, of success <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	3
COMMUNICATION SKILL	No skill at all <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Little skill <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Reasonable amount of skill <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Good skill <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Exceptionally good skill <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	4
SUPERVISORY SKILL	Lacking in such skill <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Has skills but not enough <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Reasonably skilled <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Good skill <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Exceptionally good skill and experience <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	3
ADAPTABILITY	Incompatible <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Alright but not good enough <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Reasonably sufficient <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Good adaptability <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	Can definitely adapt well <div style="text-align: right;">1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/></div>	3
TOTAL						37

Recommendations for employment :

YES / NO / KIV

Comments : GOOD IMPRESSION, STRONG INTEREST TO BECOME DESIGN ENGINEER & WILLING TO STAY UNTIL END OF PROTEGE CONTRACT

Signature of Interviewer : Basic salary : _____ Allowances : _____

Reporting to : _____ Department : _____ Section : _____

Commencing date : _____ Probation : _____ Others : _____

Verified by HRD : _____ Approved by : _____ Date : _____

INTERVIEW APPRAISAL FORM

Galaxy Aerospace

Name : Nawwar Khairul Hafid Muhammad Jafar

Position : Design Engineer

Date : 25/4/2024

Interviewer's name : Muhammad Arif Najeludin

Designation : HR

Dept : HR

PHYSICAL APPEARANCE	Unpleasant appearance	Appears to lack energy	Good physical appearance	Appears fit and alert	Exceptionally energetic	
TRAITS	Nervous and embarrassed	Stiff and uncomfortable	comfortable and at ease	Alert and free of tension	Unusually self possessed/alert	4
CONFIDENCE	Shy, retiring, arrogant	Submissive, and argumentative	Reasonably self assured	Shows self confidence	Self assured and inspires confidence	3
EXPRESSION OF IDEAS	Unclear and illogical	Not well defined or expressed	Makes sense	Convincing thoughts	Exceptionally good and logical	3
EXPERIENCE	No experience at all	Experience not suitable but helpful	Fair experience	Experience suits job	Experienced, suits job very well	2
EDUCATION	No education at all	Basic education but not enough	Sufficient education	Has relevant qualifications and certificates	Has additional qualifications, Diploma/Degree	3
MOTIVATION & AMBITION	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	3
COMMUNICATION SKILL	No skill at all	Little skill	Reasonable amount of skill	Good skill	Exceptionally good skill	3
SUPERVISORY SKILL	Lacking in such skill	Has skills but not enough	Reasonably skilled	Good skill	Exceptionally good skill and experience	3
ADAPTABILITY	Incompatible	Alright but not good enough	Reasonably sufficient	Good adaptability	Can definitely adapt well	2
TOTAL						29

Recommendations for employment :

YES / NO / KIV

Comments : Good for hiring

Signature of Interviewer : amst

Basic salary :

Allowances : Rm 2000

Reporting to : Engineering Controller

Department : Engineering

Section :

Commencing date :

Probation :

Others :

Verified by HRD :

Approved by :

Date :