



Layang Layang Aerospace Sdn Bhd

Gambar yang terkini
(Most Recent photo)

PERMOHONAN JAWATAN APPLICATION FOR EMPLOYMENT

JAWATAN YANG DIPOHON POSITION APPLYING FOR	
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Nama Penuh Full Name			
Alamat Address			
Telefon Telephone	(Rumah) (House)	(Pejabat) (Office)	(Bimbit) (Mobile)
No Kad Pengenalan NRIC No		Jantina Sex	
Tarikh Lahir Date of Birth		Tempat Lahir Place of Birth	
Umur Age		Taraf Perkahwinan Marital Status	
Kewarganegaraan Nationality		Bangsa Race	
Agama Religion		Tinggi Height	
No KWSP EPF No		Berat Weight	
No Cukai Pendapatan Income Tax No		No Perkeso SOCSO No	

Jika berlaku kecemasan, sila hubungi: (In case of emergency notify)

Nama Name			
Alamat Address			
No Telefon Telephone No		Pertalian Relationship	

Pengajian / Latihan (Education / Training)

Sila lampirkan sijil-sijil (Please attach certificates)

Nama Sekolah/Maktab/ Universiti Name of School/college/University	Tempat Location	Tarikh Berhenti Date Left	Darjah/tingkatan/Diploma/Ijazah

Rekod Pekerjaan (Employment Record)

Nama Majikan Name of Employer	Jawatan Dipegang Position Held	Tarikh Masuk Date Joined	Tarikh Berhenti Date Left	Gaji terakhir Last drawn salary	Sebab-sebab Berhenti Reasons for Leaving

Bahasa <i>Language</i>	Lisan <i>Spoken</i>	
	Tulisan <i>Written</i>	

Pernahkah anda di masukkan ke Hospital pada tiga (3) tahun yang lepas? Jika pernah, sila nyatakan sebab sakit dan tempoh anda berada di Hospital.
Have you been hospitalized in the past three (3) years? If, yes, state nature of illness and length of stay in Hospital

Jika dipilih, bila anda boleh mula bekerja?
If selected, when can you commence work?

Gaji yang diharapkan?
Expected salary?

Adakah anda pernah dihukum kerana kesalahan jenayah atau sebaliknya? (beri keterangan):
Have you ever been convicted of any offence-criminal or otherwise? (provide details):

Rujukan (References)

Nama <i>Name</i>	Pekerjaan <i>Occupation</i>	No Telefon <i>Telephone No</i>

Akuan (Declaration)

Saya dengan ini mengesahkan bahawa sepanjang pengetahuan saya segala maklumat yang saya beri di atas adalah benar. Saya tahu jika maklumat yang saya beri di atas adalah palsu dan tidak benar, pihak majikan mempunyai hak untuk menolak permohonan.
I hereby declare that to the best of my knowledge and the information given in this application is correct. I understand that if I have given the incorrect information or withheld any information, the employer has the right to disqualify my application.

Tandatangan Pemohon
Application's Signature

Tarikh
Date

Semua permohonan dijamin sulit.
All applications will be treated with confidentiality.

Recommendation: * Reject / KIV / 2 nd Interview / Hire			
Signature of Interviewer:			
Commencing Date:	_____	Action Checklist	Date
Position:	_____	Employee Requisition	_____
Basic Salary:	_____	Employment Medical Check-up	_____
Department:	_____	Appointment Letter	_____
Company:	_____	Employee Handbook	_____
Benefits:	_____	Terms & Conditions of Service	_____
	_____	Staff ID Card No.	_____
Approved By/Date:	_____		