



EMPLOYMENT APPLICATION FORM

Attach a recent passport size photograph

Instruction

1. Tick the relevant information
2. Do not leave any item blank. If it is not applicable to you, please indicate "N.A."
3. Please attach a copy of your IC or passport showing all relevant details.
4. Please attach photocopies of all your educational certificates & present the original certificates during interview.

POSITION APPLIED FOR :

PERSONAL PARTICULARS			NRIC :
Name (According to NRIC / Passport) :			STATUTORY INFORMATION
Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss			EPF No:
Home Address :			SOCSCO No:
			Income Tax No:
			EMERGENCY CONTACT
			Name :
Postcode :	E-mail Address :	Race :	Telephone :
Telephone (Home) :	Office :	Mobile :	Relationship :
Date of Birth :	Age :	Sex : <input type="checkbox"/> Male <input type="checkbox"/> Female	OTHERS
Citizenship :	Passport No :	Weight : ____ kg	Height : ____ M
Marital Status : <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed			Driving License : <input type="checkbox"/> Yes <input type="checkbox"/> No
Name of Spouse :		No of Children :	CLASS : A / B / C / D

LANGUAGES			
Written : <input type="checkbox"/> Malay <input type="checkbox"/> English <input type="checkbox"/> Chinese <input type="checkbox"/> Tamil		Spoken : <input type="checkbox"/> Malay <input type="checkbox"/> English <input type="checkbox"/> Chinese <input type="checkbox"/> Tamil	
Others _____		Others _____	

SCHOOLS / COLLEGES / UNIVERSITIES ATTENDED

Year		Name of School / College / University	Qualifications Obtained / Results	Additional Certificates
From	To			

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EMPLOYMENT HISTORY (commence with current or last employment)

Period of employment : (state month & year) from : to :

Name of employer : Nature of business :

Address :

Position held :

Duties : (details of work performed on an average day)

Reason for leaving :

Areas of specialization / expertise	Current salary (basic) :	Notice Period :
1.	RM _____ mth	Current benefits : _____
2.	Expected salary (basic) :	
3.	RM _____ mth	
4.		

Period of employment : (state month & year) from : to :

Name of employer : Nature of business :

Address :

Position held : Last drawn salary (RM) :

Duties : (details of work performed on an average day)

Reason for leaving :

Period of employment : (state month & year) from : to :

Name of employer : Nature of business :

Address :

Position held : Last drawn salary (RM) :

Duties : (details of work performed on an average day)

Reason for leaving :

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ACCOMPLISHMENTS (at least 3, within the last 5 years)

Year	Accomplishments	Impact to Self / Department / Organization

EXTRACURRICULAR / CORPORATE SOCIAL ACTIVITIES

Year	Organization / Club / Society	Position Held

COURSES ATTENDED

Year	Provider	Training Attended

EMPLOYMENT REFERENCES FROM PAST & PRESENT EMPLOYMENT

Name	Address / Telephone	Relationship
1.		
2.		
3.		

OTHER INFORMATION

1. Have you ever been convicted of any crime other than any minor traffic violation? Yes / No
If YES, (please provide details) Date : _____ Place : _____ Charge : _____

2. Have you ever been declared BANKRUPT or charged under BANKRUPTCY ACT? Yes / No
If YES, (please provide details) _____

3. Have you ever been employed by Malaysia Airlines or its subsidiaries? Yes / No
If YES, please declare the following details:
Staff No : _____ Designation : _____
Grade : _____ Last year of service : _____

