

| EMPLOYMENT APPLICATION (OPERATION) | | | PASSPORT-SIZE PHOTO |
|---|-----------------|-------------------------------|------------------------|
| Full Name (according to I.C/Passport/Workpass): | | | |
| Position Applied: | | | |
| Location: | | | |
| Date of Birth: | Age: | Place of Birth: | |
| I/C. No. (old) | New I/C. No.: | | |
| Passport No.: | Expiry Date: | Residential Status: | |
| Nationality: | Race: | Religion: | |
| Sex: | Marital Status: | No. of Children: | |
| <u>Home Address</u> | | <u>Correspondence Address</u> | |
| Telephone Nos. (Office): | | (Home): | |
| EPF No.: | SOCOSO NO.: | Tax File No.: | |
| LANGUAGE (Good / Fair / Poor) | | | |
| | <u>Speak</u> | <u>Read</u> | <u>Write</u> |
| English | _____ | _____ | _____ |
| Bahasa Malaysia | _____ | _____ | _____ |
| Mandarin | _____ | _____ | _____ |
| Other dialects (please specify) _____ | _____ | _____ | _____ |
| EDUCATION & QUALIFICATIONS | | | |
| Name of Schools/Colleges/Universities | Period | | Qualification Achieved |
| | From | To | |
| | | | |
| | | | |
| | | | |
| | | | |

EMPLOYMENT - PAST & PRESENT

| Name & Address of Employer | Period | | Position Held | Salary Per mth | Reason for Leaving |
|----------------------------|--------|----|---------------|----------------|--------------------|
| | From | To | | | |
| | | | | | |
| | | | | | |
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| | | | | | |

Expected Date of Commencement:

Expected Salary per month:

Summaries special skills and experience acquired from previous employment (attach additional sheet if required):

I certify that answers given herein are true and complete to the best of my knowledge.

I authorise you to make such investigations and inquiries of my personal, employment, financial or medical history and other related matters as may be necessary in arriving at a decision. I hereby release my employers, schools, or persons from all liabilities in responding to inquiries in connection with my application.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Company.

I hereby confirm that the information provided are true and correct and understand that the Company has the right to conduct verifications through the above references as and when necessary.

Signature of Applicant: _____

Date: _____

Note: Kindly attach photocopies of relevant supporting documents (i.e. I/C, Driving Licence, certificates etc).