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APPLICATION FOR EMPLOYMENT

Jawatan Dimohon
Position Applied For

Bagaimana anda mendengar tentang kami / jawatan kosong

How did you hear about us / vacancy :

Personal / Butiran Peribadi	
Nama Penuh / <i>Name in Full</i> (in Block Letters)	Jantina / <i>Gender</i>
No. K/P / NRIC No. / Passport No.	Warna Kad Pengenalan / <i>Color of NRIC</i>
Warganegara / <i>Citizenship</i>	Alamat Emel / <i>Email Address</i>
Taraf Kahwin / <i>Marital Status</i> Bujang / <i>Single</i> Berkawin / <i>Married</i> Bercerai / <i>Divorced</i> Janda atau Duda / <i>Widowed</i>	Lesen Memandu / <i>Driving License</i> Yes / No (If yes, Class : _____)
Tarikh Lahir / <i>Date of Birth</i>	Tempat lahir / <i>Place of Birth</i>
Bangsa / <i>Race</i>	Agama / <i>Religion</i>
No. Tel / <i>Tel No</i> : Rumah / <i>Home</i>	No. Bimbit / <i>Mobile No.</i>
No. E.P.F / <i>E.P.F. No</i>	No. Cukai Pendapatan / <i>Income Tax No.</i>
RHB Bank Account No. (If any)	Are you fully Covid-19 Vaccinated? YES / NO 1st dose date: _____ 2nd dose date: _____ Booster dose date: _____
Alamat Surat-menyurat / <i>Correct Address</i>	

Bahasa / Language	
	Basic / Intermediate / Advance
	Basic / Intermediate / Advance
	Basic / Intermediate / Advance

Rujukkan Semakan / Character Referees (Please include information of previous & current SUPERIOR)

Nama / Name	Name Syarikat / Name of Company	Jawatan / Position	Hubungan / Relationship	Tahun yg dikenali / Years Known	Nombor Telefon / Contact No.
<u>Current Employer</u>					
<u>Previous Employer</u>					
<u>Others</u>					

Adakan anda membantah jika kami mendapatkan rujukan selanjut dari pihak majikan anda sekarang?
 Would you object to our request to your current employer for more information?

Yes / No

Lain-lain / Others

A. Adakah anda hamil?
 Are you pregnant now?

Yes / No

Jika ada, berapa bulan / If Yes, how many months? _____

B. Adakah anda menghidap sebarang penyakit atau menghadapi masalah kesihatan?
 Have you any illness or health problem?

Yes / No

Jika ada, sila nyatakan. If yes, please state _____

C. Adakah anda mempunyai saudara-mara / kawan bekerja dengan KEPPEL / TANAH SUTERA?
 Do you have any relatives / friends working in KEPPEL / TANAH SUTERA?

Yes / No

Jika ada, sila nyatakan? If Yes, please provide details.

Name : _____
 Relationship : _____

Position : _____
 Department : _____

D. Adakah anda mempunyai saudara-mara / kawan bekerja dalam industri PEMBEKAL / PERUNDING KONTRAKTOR / PEMAJU / KONTRAKTOR?
 Do you have any relatives / friends working in COMPANY'S SUPPLIER / CONSULTANTS / DEVELOPER / CONTRACTOR industry?

Yes / No

Jika ada, sila nyatakan? If Yes, please provide details.

Name : _____
 Relationship : _____

Name of Company : _____
 Position : _____

E. Adakah anda pernah diberhentikan dan/atau digantung kerja.
 Have you ever been dismissed and/or suspended from employment.

Yes / No

Jika ada, sila nyatakan. If yes, please state _____

F. Adakah anda pernah didakwa sebarang jenayah?
 Have you been convicted of any crime?

Yes / No

Jika ada, sila nyatakan. If Yes, please state _____

G. Adakah tindakan kebangkrapan pernah diambil terhadap anda?
Has any bankruptcy action ever been taken against you?

Yes / No

Jika ada, sila nyatakan. *If Yes, please state* _____

H. Adakah anda terikat dengan mana-mana parti Kerajaan?
Do you serve any Bond or Obligation for Government or any other body?

Yes / No

Jika ada, sila nyatakan. *If Yes, please state* _____

I. Gaji Minima Dimohon / *Minimum Salary Expected*

RM _____

J. Tempoh notis penamatan untuk jawatan sekarang?
Termination notice period required for present job?

K. Kindly disclose to us any other information that you would like to share for this job application.

I, _____ hereby understand that I shall be liable to immediate dismissal if any time hereafter it becomes clear that I have made false, evasive or given misleading information on this application form.

Tandatangan Pemohon / *Signature of Applicant*

Tarikh / *Date*

For Office Use Only

Interviewed By :

Date :

Application : Accepted / Rejected

Position :

Commencement Date :

Basic Salary :

Allowance :

Overtime Entitlement :

Yes / No

Approved By :

Head of Department

General Manager

Other Remarks :