



PRECISION SPRINGS (M) SDN. BHD. (138287-K)

HEAD OFFICE : 4249, JALAN SIRAM, 12100 BUTTERWORTH, MALAYSIA.

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BRANCH OFFICE : 4739, JALAN PERMATANG PAUH, 13400 BUTTERWORTH, MALAYSIA

TEL : 04-3328121 FAX :04-3318121 E-MAIL : pspringm@tm.net.my



Employment Application Form Borang Permohonan

Latest
passport
size photo
Gambar
Terbaru
Ukuran

Private and Confidential/Sulit Dan Persendirian

| | | | | |
|---|---|--|---|---|
| Position Applied for: <i>Jawatan Yang Dipohon:</i> | | | | |
| Personal Data/ Maklumat Perbadi | | | | |
| Full Name as in I/C or Passport <i>Nama Penuh</i> | | Nick Name: <i>Nama Panggilan:</i> | | |
| Home Address: <i>Alamat Rumah:</i> | | House Phone No: <i>No Tel Rumah:</i> Cell Phone No: <i>No Tel Mobile:</i> Office Phone No: <i>No Tel Pejabat:</i> E-mail Address: <i>Alamat e-Mail:</i> | | |
| I/C no or Passport no: <i>No IC/Pasport:</i> | | Date of Birth/Place of Birth: <i>Tarikh/ Tempat Lahir:</i> | | Age: <i>Umur:</i> |
| Old I/C no (if any): <i>No. IC lama (sekiranya ada):</i> | | | | |
| Nationality: <i>Warganegara:</i> | | Race: <i>Bangsa:</i> | | Religion: <i>Agama:</i> |
| Gender: <i>Jantina</i> | Marital Status: <i>Status Perkahwinan:</i> | Height <i>Tinggi:</i> | Weight <i>Berat:</i> | Blood Group: A/B/AB/O <i>Jenis Darah: A/B/AB/O</i> |
| Physical Disability (if any) : <i>Kecacatan Fizikal (sekiranya berkaitan)</i> | | | Smoking ? Yes / No / Occasion <i>Merokok? Ya/Tidak/Kadang-kadang</i> | |
| Major Illness since birth (if any) : <i>Penyakit serius sejak kelahiran (sekiranya berkaitan):</i> | | | | |
| Involvement in criminal cases (if any) : <i>Penglibatan dalam Kes Jenayah (sekiranya berkaitan):</i> | | | | |
| Involvement in company disciplinary cases (if any) : <i>Penglibatan dalam Kes Disiplin Syarikat kini/dulu (sekiranya berkaitan):</i> | | | | |

Family Data / Maklumat Keluarga

| | | | |
|---|--|---|--|
| Name of Spouse <i>Nama Pasangan:</i> | | Occupation <i>Pekerjaan:</i> | |
| Date of Birth <i>Tarikh Lahir:</i> | | Employer <i>Majikan:</i> | |
| Date of Marriage <i>Tarikh Perkahwinan</i> | | Contact no <i>No Telefon:</i> | |
| Name of Father <i>Nama Bapa:</i> | | Name of Father-in-law <i>Nama Bapa Mertua:</i> | |
| Name of Mother <i>Nama Ibu:</i> | | Name of Mother-in-law <i>Nama Ibu Mertua:</i> | |

Give details of children/ Maklumat Anak-Anak:

| | | | |
|---|--|---------------------------|---|
| Name of Child 1: <i>Nama Anak 1:</i> | | Gender <i>Jantina:</i> | D.O.B. (dd/mm/yy) <i>Tarikh Lahir</i> |
| Name of Child 2: <i>Nama Anak 2:</i> | | Gender <i>Jantina:</i> | D.O.B. (dd/mm/yy) <i>Tarikh Lahir:</i> |
| Name of Child 3: <i>Nama Anak 3:</i> | | Gender <i>Jantina:</i> | D.O.B. (dd/mm/yy) <i>Tarikh Lahir:</i> |
| Name of Child 4: <i>Nama Anak 4:</i> | | Gender <i>Jantina:</i> | D.O.B. (dd/mm/yy) <i>Tarikh Lahir:</i> |
| Name of Child 5: <i>Nama Anak 5:</i> | | Gender <i>Jantina:</i> | D.O.B. (dd/mm/yy) <i>Tarikh Lahir</i> |
| Name of Child 6: <i>Nama Anak 6:</i> | | Gender <i>Jantina:</i> | D.O.B. (dd/mm/yy) <i>Tarikh Lahir:</i> |

Give details of siblings: (if any)/ Maklumat Adik Beradik:

| | | | |
|---|--|------------------------------------|---|
| Name of Brother/sister 1: <i>Nama Adik-Beradik 1</i> | | Age/Gender <i>Umur/Jantina:</i> | Occupation/School/Place <i>Pekerjaan/Sekolah/Tempat:</i> |
| Name of Brother/sister 2: <i>Nama Adik-Beradik 2</i> | | Age/Gender <i>Umur/Jantina:</i> | Occupation/School/Place <i>Pekerjaan/Sekolah/Tempat:</i> |
| Name of Brother/sister 3: <i>Nama Adik-Beradik 3</i> | | Age/Gender <i>Umur/Jantina:</i> | Occupation/School/Place <i>Pekerjaan/Sekolah/Tempat:</i> |
| Name of Brother/sister 4: <i>Nama Adik-Beradik 4</i> | | Age/Gender <i>Umur/Jantina:</i> | Occupation/School/Place <i>Pekerjaan/Sekolah/Tempat:</i> |
| Name of Brother/sister 5: <i>Nama Adik-Beradik 5</i> | | Age/Gender <i>Umur/Jantina:</i> | Occupation/School/Place <i>Pekerjaan/Sekolah/Tempat:</i> |
| Name of Brother/sister 6: <i>Nama Adik-Beradik 6</i> | | Age/Gender <i>Umur/Jantina:</i> | Occupation/School/Place <i>Pekerjaan/Sekolah/Tempat:</i> |

Education Background /Latar Belakang Pendidikan

| Year /Tahun | | School Name / <i>Nama Sekolah</i> | Major/ <i>Khusus</i> | Primary/Secondary/Certificate/ Diploma/Degree/Post Degree <i>Rendah/Menengah/Sijil/ Diploma/Ijazah</i> |
|----------------------|----------------------|-----------------------------------|----------------------|--|
| From <i>Dari:</i> | To <i>Hingga:</i> | | | |
| | | | | |
| | | | | |
| | | | | |

Training Record / Maklumat Latihan

| Year /Tahun | | Course/Latihan | Certificate /Sijil |
|-------------|-----------|----------------|--------------------|
| From/Dari | To/Hingga | | |
| | | | |
| | | | |
| | | | |

Working Experience /Pengalaman Kerja

| Year/Tahun | | Name, Address and Telephone contact of Employer Nama,Alamat Dan No. Telefon Majikan | Job Title & Major Responsibilities Jawatan/Tanggungjawab | Salary Gaji | Reasons for Leaving Sebab Berhenti |
|------------|-----------|--|--|----------------|---------------------------------------|
| From/Dari | To/Hingga | | | | |
| | | | | | |
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| | | | | | |

Skill & General Information/Kemahiran Dan Maklumat Am

| | |
|--|---|
| English | <input type="checkbox"/> Excellent/Cemerlang <input type="checkbox"/> Good/Baik <input type="checkbox"/> Fair/Sederhana <input type="checkbox"/> Poor/Lemah |
| Bahasa Malaysia | <input type="checkbox"/> Excellent/Cemerlang <input type="checkbox"/> Good/Baik <input type="checkbox"/> Fair/Sederhana <input type="checkbox"/> Poor/Lemah |
| Computer Skill/ Kemahiran Komputer | <input type="checkbox"/> Excellent/Cemerlang <input type="checkbox"/> Good/Baik <input type="checkbox"/> Fair/Sederhana <input type="checkbox"/> Poor/Lemah |
| Secretarial Skills | <input type="checkbox"/> Excellent/Cemerlang <input type="checkbox"/> Good/Baik <input type="checkbox"/> Fair/Sederhana <input type="checkbox"/> Poor/Lemah |
| Other written languages Lain-Lain Bahasa Penulisan | |
| Other spoken languages Lain-Lain Bahasa Percakapan | |
| Hobbies/Hobi | |
| Sports & games Sukan & Permainan | |
| Do you have a valid driving license? Own a car/bike? Anda Ada Lesen Memandu? Memiliki Kereta/Motorsikal? | |

Reference/ Rujukan

Please give the name of two referees (previous employer) whom we may contact without reference to you.

Sila berikan dua nama (majikan terdahulu) yang boleh kita hubungi tanpa merujuk kepada anda.

| Name /Nama | Job Title/Company Name Jawatan>Nama Syarikat | Contact Phone No No Telefon |
|------------|---|--------------------------------|
| | | |
| | | |
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| | | |
| | | |

Vacancy information/Maklumat Kekosongan

How do you know about this vacancy in **PRECISION SPRINGS (M) SDN BHD**?
*Bagaimana Anda Tahu Ada Jawatan Kosong ini Di **PRECISION SPRINGS (M) SDN BHD**?*

Have you worked at **PRECISION SPRINGS (M) SDN BHD** before?
*Pernahkah Anda Bekerja Di **PRECISION SPRINGS (M) SDN BHD** Sebelum Ini?*

Do you have relatives/friends working presently or had worked previously in **PRECISION SPRINGS (M) SDN BHD**? If yes, please state their names and position held.

*Adakah anda mempunyai saudara-mara / rakan-rakan yang bekerja kini atau pernah bekerja sebelum ini di Syarikat **PRECISION SPRINGS (M) SDN BHD**? Jika ya, sila nyatakan nama dan jawatan yang dipegang.*

Expected salary
Gaji Yang Diminta

Notice period to current employer
Tempoh Notis kepada Majikan Sekarang

Statutory information /Maklumat Berkanun

EPF file no/No KWSP:

RHB Bank Acc No/ Akaun RHB

Income tax file no/No Cukai Pendapatan

Declaration/Pengisytiharan

I hereby declare that the information given by me in this form is correct and true to the best of my knowledge.

I fully understand and accept that if any time after engagement it is found that a false declaration has been made in this form, the employer has the absolute right to terminate my employment forthwith.

Saya mengaku bahawa maklumat yang diberikan oleh saya dalam borang ini adalah betul dan benar. Saya memahami sepenuhnya dan menerima bahawa pada bila-bila masa selepas perantukan saya jika pihak syarikat mendapati pengisytiharan palsu telah dibuat di dalam borang ini, majikan mempunyai hak mutlak untuk menamatkan dengan serta-merta pekerjaan saya

Signature of Applicant: _____

Date: _____

Tandatangan Pemohon:

Tarikh:

For Office Use Only (as relevant)

Comment by HR:

Comment by Department Manager/HOD:

Approved By Director:

Position Offered:

Commencing Salary:

Commencing Date:

Remarks: