



SME ELECTRIC SDN. BHD.
APPLICATION FOR EMPLOYMENT

Position applied for: _____ DATE: _____

A. PERSONAL PARTICULARS

NAME (IN BLOCK LETTERS) : _____

ADDRESS (IN BLOCK LETTERS): _____

RELIGION: _____ RACE: _____

NATIONALITY: _____

IDENTITY CARD (IC) NO.: _____ CITIZENSHIP NO. (FOR NON MALYSIAN): _____

DATE OF BIRTH: _____ PLACE OF BIRTH: _____

MOBILE NO.: _____

E.P.F NO. (OPTIONAL): _____ SOCSO NO. (OPTIONAL): _____

INCOME TAX NO. (OPTIONAL): _____

B. GENERAL PARTICULAR

MARITAL STATUS: SINGLE/ MARRIED/ WIDOW NO.OF CHILDREN: _____

C. EDUCATION QUALIFICATIONS

EDUCATION	YEAR COMPLETED	INSTITUTION NAME	FIELD OF STUDY	RESULT

D. EMPLOYMENT HISTORY

EMPLOYER NAME & ADDRESS	POSITION TITLE	BASIC SALARY/ MONTH	DATE	
			FROM	TO

E. LANGUAGE PROFICIENCY

*GOOD/FAIR/WEAK

LANGUAGE	SPOKEN	WRITTEN

F. REFERRALS (FOR REFERENCE / VERIFICATION)

*** REFERRALS WHO ARE NOT RELATED**

NAME	CONTACT NO.	POSITION

G. OTHERS

1 Do you have any objections if the company contact any of the above referrals to obtain further information?

YES / NO

2 If you are currently employed, how soon can you start work?

3 SALARY DESIRED:

OTHER BENEFIT EXPECTED:

4 KNOWLEDGE OF COMPUTER:

WEAK / FAIR / GOOD

I HEREBY DECALRE THAT THE ABOVE PARTICULARS GIVEN BY ME ARE TO THE BEST OF MY KNOWLEDGE AND BELIEF TRUE.

SIGNATURE OF APPLICANT