



KOMARK GROUP OF COMPANIES

JOB APPLICATION FORM

SFD.HR.001 (REV 1)

PERSONAL DETAILS (MAKLUMAT PERIBADI)

Position Applied <i>Jawatan yang dipohon</i>		HR use only <i>Kegunaan HR sahaja</i>		
Name in Full - as in NRIC (<i>Nama Penuh - mengikut K/P</i>)		Photo (<i>Gambar</i>)		
New I/C No (<i>No K/P Baru</i>)	Old I/C No (<i>No K/P Lama</i>)			
Correspondence Address (<i>Alamat Surat-menyurat</i>)				
Telephone No (<i>No Telefon</i>)	H/P No (<i>No Telefon bimbit</i>)			
Permanent Address - Hometown (<i>Alamat Tetap - Kampung</i>)		Tel No (<i>No Tel</i>)	e-mail	
Date of Birth (<i>Tarikh Lahir</i>)	Birth Place (<i>Tempat Lahir</i>)	Nationality (<i>Warganegara</i>)		
Gender (<i>Jantina</i>) Male (<i>Lelaki</i>) Female (<i>Perempuan</i>)	Race (<i>Kaum</i>)	Religion (<i>Agama</i>)		
Marital Status (<i>Taraf Perkahwinan</i>) :	Married (<i>Berkahwin</i>) Single (<i>Bujang</i>)	Divorce (<i>Janda/Duda</i>)	Others (<i>Lain-lain</i>)	
Income Tax No :	EPF No :	SOCSO No :		
Spouse Name (<i>Nama Pasangan</i>)	Working (<i>Berkerja</i>) Not Working (<i>Tidak Bekerja</i>)	No of Children (<i>Bil Anak</i>)		
Spouse Occupation (<i>Pekerjaan Pasangan</i>)	Spouse Employer (<i>Majikan Pasangan</i>)			
Full Name of Children (as in NRIC) (<i>Nama Penuh Anak mengikut K/P</i>)	Gender (<i>Jantina</i>)	Age (<i>Umur</i>)	Studying/Working (<i>Belajar/Bekerja</i>)	Name of School/Employer (<i>Nama Sekolah/Majikan</i>)

SKILLS (KEMAHIRAN)

Language and dialects (<i>Bahasa dan loghat</i>)	A : V. Good A : Terbaik	B : Good B : Baik	C : Average C : Sederhana	D : Weak D : Lemah
	Written (<i>Bertulis</i>)	Reading (<i>Lisan</i>)	Spoken (<i>Bertutur</i>)	
1) English (<i>B. Inggeris</i>)				
2) Malay (<i>B. Malaysia</i>)				
3) Mandarin (<i>B. Cina</i>)				
4)				
5)				
Computer/Software (<i>Komputer/Perisian</i>)				
1)				
2)				
3)				
Others (<i>Lain-lain</i>)				
1)				
2)				
3)				
4)				

