

RE-EMPLOYMENT REQUISITION FORM



Location: ☐ HQ ☐ SITE: Project:

Name : Date required:

Position: ☐ Manager ☐ Executive ☐ Non-Executive ☐ Gen.Worker Age:

PREVIOUS EMPLOYMENT HISTORY :

Div/Dept : Gender: ☐ Male ☐ Female
Designation : Status: ☐ Permanent ☐ Contract
Detail of Salary : ☐ Temporary: month(s)
Years of Service :
Date of Resignation :

REASON OF RESIGNATION

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Reason of Re-employment:

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ACKNOWLEDGEMENT

.....
Group Managing Director / Managing Director

Requested By :

Div/ Dept. :

Signature :

Date :

ENDORSEMENT

☐ Approved ☐ Not Approved

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DATO' CAPT. GULZAR MOHAMAD
Group Executive Chairman

FOR HR DEPARTMENT'S USE ONLY

No. of recruits: Reporting Date :

:

Remark :

:

Date :

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HR Manager