

JOB APPLICATION FORM



POSITION APPLIED FOR : Admin

PERSONAL INFORMATION

Full Name :	Audrey Loy
NRIC / Passport No. :	S8331229g
Nationality :	SINGAPORE CITIZEN
Residential Address :	354 hougang ave 7 #03-705
Contact :	94880531
Email :	Audreyloy28@gmail.com
Date of Birth :	1983-10-02
Gender :	Female
Race :	Chinese
Marital Status :	Married

ACADEMIC QUALIFICATION

Date		Schools / Institution Attended	Qualifications Obtained	Subjects / Grade
Form	To			
-	-	-	-	-

MEMBERSHIP OF SOCIAL OR PROFESSIONAL BODIES

Date		Qualifications / Awards Obtained	Awarding Institution
Form	To		
-	-	-	-

EMPLOYMENT HISTORY

Date		Company Name	Position Held	Nature of Duties	Reason for Leaving
Form	To				
-	-	-	-	-	-

PARTICULAR OF IMMEDIATE FAMILY MEMBER

Name	Relationship	Age	Occupation
Ng wee jean	Husband	34	Sales
Loy hui fong	Father	68	Security guard
Koh gek li	Mother	63	Cleaner

CHARACTERS REFEREE

Name	Address	Contact	Email	Profession	No of years known
Baolin		84881999		Purchaser	20

LANGUAGE PROFICIENCY

Language	Spoken	Written	Read
-	-	-	-

REMUNERATION

Current salary	500.00
Expected salary	2,500.00

OTHERS

1. Tell us a little bit about yourself?

Looking for admin role, sales support role

2. Why do you want this job?

Stable income

3. What are your greatest professional strengths which is NOT the standard answer found on any job portal, such as you are fast learner, hard worker, etc?

Punctual, eager to learn , prioritise work

4. What do you consider to be your weaknesses?

Small mistakes do occur , will not commit more than 1 time

5. What is your greatest professional or academic achievement?

Na

6. Tell us about a challenge or conflict you faced, and how you dealt with it?

Calmly face it, list down and listen

7. Where do you see yourself in five years?

Management

8. Why are you leaving your current job? (if applicable)

Part time

9. What are you looking for in a new position?

Advancement

10. How would your boss and co-workers describe you? (if applicable)

Easy going , cheerful , hardworking

11. How do you deal with pressure or stressful situations?

Shoppin therapy

12. How do you get to know us?

Either by careerfuture