



**SINGAPORE ARMED FORCES
SERVICE TRANSCRIPT**

No. 1320405

PART I PERSONAL PARTICULARS

Rank / Name	CFC TAN JUNHAO	NRIC	S9148888D
Type of Service	FULL-TIME NATIONAL SERVICE	Length of Service	2 YEAR(S)
Vocation	ADMIN SUPPORT ASSISTANT		
Reason for Release	COMPLETED FULL-TIME NS	Date of Release	08.11.2013

PART II MILESTONES AND ACHIEVEMENTS

Courses Attended

Course	Grade
FIRE SAFETY AWARENESS	COMPLETED
EXCEL IN CUSTOMER SERVICE	ATTENDED
04/2011 BMT (PES C2/C9 PHASE 2) CSE	COMPLETED
04/2011 BMT (PES C9 PHASE 1) CSE	ATTENDED

Medals, Clasps, Decorations, Distinctions and Awards

NIL

Appointment

ADMIN SUPPORT ASST, SYS & PROCESSES SECT, AOMC
NO APPOINTMENT, NON-ESTAB, AOMC
NO APPOINTMENT, NON-ESTAB, MEPC
ON TRAINING (L), TRG PL 1, ALTI
NO APPOINTMENT, NON-ESTAB, ALTI
ON TRAINING (L), SECT 1, BMTC SCHOOL 2

14.12.2012 TO 08.11.2013
13.12.2012 TO 13.12.2012
16.01.2012 TO 12.12.2012
05.12.2011 TO 15.01.2012
02.12.2011 TO 04.12.2011
09.11.2011 TO 01.12.2011

Achievements

1. Promoted to Corporal First Class (CFC) rank on 1 Oct 2013
2. Best NSF Award for August and September 2012
3. Involved in Unit WITs Management System and was awarded at higher division level for project – Career Planning System
4. Participated actively in the Unit Suggestions Management System (USMS)

PART III RELEVANT QUALITIES AND COMPETENCIES

1. Polite, forward-looking, independent, responsible and have keen interest to learn.
2. Meticulous, professional, good problem solving and analytical skills.
3. Good communication/interpersonal and negotiation skills
4. Proficient in Microsoft Applications

Overall Assessment

Performance OUTSTANDING

Conduct OUTSTANDING

PART IV COMMANDING OFFICER'S ENDORSEMENT

Signature

Date 08.11.2013

Rank / Name LTC YEO LIP KHOON

Appointment / Unit CO, CO OFFICE, AOMC