



JAC Recruitment
Agensi Pekerjaan JAC Sdn Bhd
 www.jac-recruitment.my (Co.No.153554-D)

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 Tel: 07-278 1122 Fax: 07-278 1123

**Private &
 Confidential**

APPLICATION FORM

KF

POSITION APPLIED FOR

(State in order of preference)

1. Design Engineer
2.
3.

- Auto cad / solidwork.
 - 5.5



LOCATION PREFERRED: 1. Johor Bahru 2. Singapore. 3. _____

NOTICE PERIOD ONE MONTH(S) / WEEK(S)

PERSONAL PARTICULARS

Name (Underline Surname): <u>Lee See Ven</u>		Chinese Characters: <u>李世文</u> (If applicable)
Address: <u>3844, Jalan Sri Putri 7/2, Taman Putri Kulai, 81000 Kulaijaya, Johor.</u>		Telephone Number (Home) : <u>07-663 9166</u> (Office) : <u>019-795 6297</u> (H/P) : <u>019-795 6297</u> (Other) :
email: (If any) <u>svlee86@hotmail.com</u>		
NRIC No: <u>861109-23-6733</u> Passport No:	Date of Birth: <u>9th of November 1986</u>	Age: <u>28</u>
Sex: <u>Male</u>	Citizenship: <u>Malaysian</u>	Marital Status: <u>Single.</u>
Race: <u>Chinese</u>	Religion: <u>Buddhist</u>	Dialect: <u>Cantonese.</u>
Last Salary Basic : <u>RM3,250</u> Allow/Comm : <u>RM500 car #p,</u> Others : <u>A/P Claim - petrol</u> Total : <u>RM3,750</u>		Expected Salary Basic : Allow/Comm : Others : Total : <u>RM4,000 (nego).</u>
		Type of Driving Licence: <u>Class D</u> Own Vehicle: <u>Yes</u> / No

PARTICULARS OF IMMEDIATE FAMILY (Spouse, children, parents, brothers and sisters)

Name	Relationship	Age	Occupation	Name of Company/Location
Lee Soo Wa	Father	57	Engineer.	GOM Resources. - oil & Gas
Woo Oi Ngoh.	Mother	56	N/A	N/A
Lee Kho Nee	Sister	26	Doctor.	Hospital Sultanah Aminah.
Lee Jan Leong.	Brother	20	N/A	N/A. UTAH

ACADEMIC OR OTHER EDUCATION

Month & Year (From - To)	Name of School / College / Univ.	Examination Results / Certificate Awarded
2006-2011	Multimedia University	Bachelor of Engineering (Mechanical) CGPA 2.57/4.00
2004-2005	SMK Sultan Ibrahim Kulai	STPM 4B
1999-2003	SMK Tunku Abd Rahman Putra	SPM 5A 4B
1993-1998	SMK Sek. Keb. Kulai 1	UPSR 5A

WORKING EXPERIENCE

Company: Turbopak M&E Sdn. Bhd.	Month & Year: (From - To) Sep'13 - May'14
Position: Project Engineer	Location: Johor Jaya, Johor.
Type of Company: Japanese / MNC / <u>Local</u>	Business Nature: Handling projects for M&E on buildings.
Job Scope: - Planning a project schedule. - Ensure quality & success of site work.	
Reason for Leaving: Seeking employment utilizing & honing my skills of interest.	Salary: RM 3,250 + RM500.

Company: Gemilang Coachwork Sdn. Bhd.	Month & Year: (From - To) Apr'11 - Sep'13
Position: Electrical Engineer	Location: Senai, Johor.
Type of Company: Japanese / MNC / <u>Local</u>	Business Nature: Build body for buses and coaches.
Job Scope: - Design electrical system for buses and coaches. - Assist wiremen to carry out electrical troubleshooting.	
Reason for Leaving: Explore new jobs to gain new experiences.	Salary: RM 2,550.

Company: Application of limitation electrical.	Month & Year: (From - To)
Position:	Location:
Type of Company: Japanese / MNC / Local	Business Nature:
Job Scope:	
Reason for Leaving:	Salary:

Company:	Month & Year: (From - To)
Position:	Location:
Type of Company: Japanese / MNC / Local	Business Nature:
Job Scope:	
Reason for Leaving:	Salary:

SKILLS AND QUALIFICATIONS (State Machine model/trade/relevant information)

✓ = fair ✓✓ = good ✓✓✓ = excellent

COMPUTER	
Microsoft Office	✓✓✓
SAP	
ERP	
CRM	
Database	
Programming:	✓✓
OS:	✓✓
Networking:	

ACCOUNTING	
Costing	
Payroll	
Trial Balance	
Profit & Loss	
Full sets of Accounts	
Taxation	
A/C Softwares:	

TECHNICAL	
PLC	✓
Estimation	
CAD Release	✓✓
CAM Release	
QA/QC	
Product Costing	
ISO:	
Tool & Die	

SECRETARIAL / ADMIN	
Typing	wpm
Shorthand	wpm
Minutes	
Correspondence	

HUMAN RESOURCES	
Recruitment	
Labour Law	
Ind. Relations Act.	
Immigration	
Labour Union	
Training	

BANKING	
Bonds	
Foreign Exchange	
Bills	
Dealing	
Securities	

SHIPPING	
Shipping Documentation	
L/C Opening	
CIF Calculation	
Tariff	
Logistics/Warehousing	

SALES / MARKETING	
Customer Services	
Advertising / Promotion	
Market Research	
Presentation	✓

OTHERS	
Chinese Software	
Japanese Software	

LANGUAGE PROFICIENCY

Languages / Dialects	SPOKEN			WRITTEN			UNDERSTOOD		
	Good	Fair	Poor	Good	Fair	Poor	Good	Fair	Poor
B. Malaysia	✓			✓			✓		
English ()		✓		✓			✓		
Mandarin	✓					✓	✓		
Japanese (JLPT)									
Others:									

MEDICAL HISTORY

Any Physical Disability? <u>No</u> / Yes, Please Specify:
Any Major illness/Accident in Last Six Months? <u>No</u> / Yes, Please Specify:

If you plan to further education, please explain: _____

2 inv:

michael page
Automation company

How do you know about JAC? Newspaper: ☐ JAC's Website: ☐ Others: Introduced by consultant.
Have you registered with other agency? If yes (Please state agency's name) Michael Page, Hays.

DECLARATION

I have/have never been convicted of criminal charge.

I have/have never taken and am presently not taking illegal drugs.

I hereby certify that the above information provided by me is true, complete and accurate to the best of my knowledge.

I further understand that any wilful act on my part in withholding information or making any false statement in this employment application is in itself sufficient ground for dismissal from the Company.



Signature of Applicant

22/8/14.

Date

FOR OFFICIAL USE ONLY (Interviewer's Comments)

Check: KF

Date: 22/08/2014

Criteria \ Grading	Excellent	Good	Average	Fair	Poor
Personality		/			
Appearance		/			
Fluency in English		/			
Fluency in Japanese					

Name of Company	CV Date	Interview Date	Time	Remark
MDI				
Trane				
Hirata				

Other Comments: Polite & sincere candidate. Very aggressive and initiative in asking questions.
Strong interest in Design related jobs; then, will be technical related. More proficient
in Auto CAD 3D than Solidworks (learn from internet tutorial). Currently engaged in
Gemilang's contract works as Electrical Engineer.