



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

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Johor Branch (JTK 2138) :
 Suite No.23A.06A, Level 23A, Johor Bahru City Square, Jalan Wong Ah Fook, 80000 Johor Bahru, Johor.
 Tel: 07-278 1122 Fax: 07-278 1123

**Private &
 Confidential**

APPLICATION FORM

Y 6

E 30 79

POSITION APPLIED FOR

(State in order of preference)

1. IT ADMIN IT ADMINISTRATOR
2. IT EXECUTIVE
3.

Photograph

LOCATION PREFERRED: 1. **JOHOR BAHRU** 2. **TAMPOI** 3. **SENAI**

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

PERSONAL PARTICULARS

Name (Underline Surname): G. ARUMUGAM AL GNANASEGARAN.		Chinese Characters: (If applicable)																				
Address: G07, BLK C, JLN SRI PERKASA I, TAMAN TAMPOI UTAMA, 81200 TAMPOI JOHOR BAHRU.		Telephone Number (Home) : (Office) : (H/P) : 0127372142 (Other) :																				
email: (If any) arunvimal3327@gmail.com																						
NRIC No: 800411-04- Passport No: 5031	Date of Birth: 11.4.1980	Age: 34																				
Sex: MALE	Citizenship: MALAYSIAN	Marital Status: SINGLE																				
Race: INDIAN	Religion: HINDU	Dialect: TAMIL																				
<table border="0"> <tr> <td colspan="2">Last Salary</td> <td colspan="2">Expected Salary</td> </tr> <tr> <td>Basic : 3500.00</td> <td>Basic : 3500.00</td> <td colspan="2"></td> </tr> <tr> <td>Allow/Comm : 200.00</td> <td>Allow/Comm : 3500.00</td> <td colspan="2"></td> </tr> <tr> <td>Others : 3700.00</td> <td>Others : 3500.00</td> <td colspan="2"></td> </tr> <tr> <td>Total : 3700.00</td> <td>Total : 3500.00</td> <td colspan="2"></td> </tr> </table>		Last Salary		Expected Salary		Basic : 3500.00	Basic : 3500.00			Allow/Comm : 200.00	Allow/Comm : 3500.00			Others : 3700.00	Others : 3500.00			Total : 3700.00	Total : 3500.00			Type of Driving Licence: B2/D Own Vehicle: <input checked="" type="radio"/> Yes / <input type="radio"/> No
Last Salary		Expected Salary																				
Basic : 3500.00	Basic : 3500.00																					
Allow/Comm : 200.00	Allow/Comm : 3500.00																					
Others : 3700.00	Others : 3500.00																					
Total : 3700.00	Total : 3500.00																					

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

Name	Relationship	Age	Occupation	Name of Company/Location
GNANASEGARAN.M	FATHER	50	- SICK -	-
RAJAMMA.S	MOTHER	50	HOUSEWIFE	-
PUVANESWARY	SISTER	21	STUDY	NIJAI COLLEGE.

ACADEMIC OR OTHER EDUCATION

Month & Year (From - To)	Name of School / College / Univ.	Examination Results / Certificate Awarded
² 2002	UNIVERSITY OF WESTERN SYDNEY, AUS	BACHELOR OF INFORMATION SYSTEM
1999	TAPE COLLEGE SEREMBAN	DIPLOMA IN INFORMATION TECHNOLOGY.

WORKING EXPERIENCE

Company: METROPOLITAN COLLEGE	Month & Year: (From - To) 2011 - 2013
Position: IT LECTURER / HEAD OF ACADEMIC	Location: JOHOR BAHRU
Type of Company: Japanese / MNC / <u>Local</u>	Business Nature: EDUCATION.
Job Scope: TEACHING ALL IT SUBJECT.	
Reason for Leaving: LOW STUDENT	Salary: RM 3700.00 <i>gaji awal 3700.00</i>
Company: CRESENDAS MEC SDN BHD	Month & Year: (From - To) 2010 2009 - 2011
Position: IT ADMINISTRATOR	Location: LARKIN
Type of Company: Japanese <u>(MNC)</u> Local	Business Nature: MANUFACTURING.
Job Scope: MAINTAINING COMPUTER SYSTEM (HARDWARE & SOFTWARE) - MAINTAINING SERVERS, AND OTHER COMPUTER SYSTEM.	
Reason for Leaving: BETTER OFFER	Salary: 2900.00
Company: FLEXTRONIC SDN. BHD	Month & Year: (From - To) 2006 - 2009
Position: ASST. IT ASST. IT ENGINEER	Location: PTP GELANG PATAH.
Type of Company: Japanese / <u>(MNC)</u> Local	Business Nature: MANUFACTURING
Job Scope: BETTER OFFER MAINTAINING DATA SWEEP SYSTEM, MAINTAINING HARDWARE AND SOFTWARE.	
Reason for Leaving: BETTER OFFER	Salary: RM 2900.00
Company: OLYMPIA COLLEGE	Month & Year: (From - To) 2004 - 2006
Position: IT LECTURER	Location: JOHOR (JALAN TERBAU)
Type of Company: Japanese / <u>(MNC)</u> Local	Business Nature: EDUCATION.
Job Scope: TEACHING ALL IT SUBJECTS.	
Reason for Leaving: BETTER OFFER	Salary: RM 2300.00



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

✓ = fair ✓✓ = good ✓✓✓ = excellent

COMPUTER	
Microsoft Office	✓✓✓
SAP	✓
ERP	✓
CRM	✓
Database	✓✓✓
Programming: VB.NET, JAVA	✓✓
OS: WIN7, LINUX	✓✓✓
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: TAMIL	/			/			/		

MEDICAL HISTORY

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

If you plan to further education, please explain: _____


JAC Recruitment

How do you know about JAC? Newspaper: ☐ JAC's Website: ☒ Others: _____

Have you registered with other agency? If yes (Please state agency's name) _____

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

10.2.2014

Date

FOR OFFICIAL USE ONLY (Interviewer's Comments)

Check: Y6.

Date: 10/2/14

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

Name of Company	CV Date	Interview Date	Time	Remark

Other Comments: Existing candidate E3079, previously created by Rosehi in year 2008. Has been
working with collegas as lecturer / trainer. Been awhile since he worked as
IT exec in manufacturing environment. Been to our office many times.