



HORIZONTECH INDUSTRIES SDN. BHD.(654235-A)

No 5, LORONG NAGASARI 24, TAMAN NAGASARI,13600 PRAI.

TEL:04-3986897 FAX : 04- 3987897

Email : admin@horizontech.com.my

website : http://www.horizontech.com.my

工作申请表

JOB APPLICATION FORM

Photo

PERSONAL PARTICULARS (Butir-butir peribadi)个人资料

Position Applied (Jawatan yang dipohon): 申请职位	Date Applied(Tarikh yang dipohon) :
Full Name>Nama): 英名全名	Contact Number(House) : 住家电话号码
Full Name(Chinese Nama): 中文名字	Contact Number(H/P) : 手提电话号码
Permenant Address: 永久地址	Temporary Address : 暂时地址
Sex (jantina) : 性别	Age (Umur) : 年龄
Identity No.(Kad Pengenalan): (New) 新身份证号码	Religion (Agama): 宗教
Identity No.(Kad Pengenalan): (Old) 旧身份证号码	Race (Bangsa): 种族
Date of Birth (Tarikh Lahir): 出生日期	Citizen (Taraf Warganegara): 公民
Place of Birth (Tempat Lahir): 出生地址	Pulic Bank Bank A/C No: 大众银行户口号码 :
Marital status结婚近况: Single 未婚 Bujang <input type="checkbox"/> Married 已婚 Berkahwin <input type="checkbox"/> Divorced 离婚 Penceraian <input type="checkbox"/>	E.P.F.No : 公积金号码 :
No. Of Children (Bilangan Anak): 孩子人数	Socso No : 社保号码 :
Income Tax No (No Cukai Pendapatan) : 所得税号码 :	Blood Type: 血型 :

EDUCATION (Pendidikan) 学历记录

School/College/Uiv (Sek/Kolej/Uni)	Qualification (Kelayakan) 资格	Year (Tahun) 年份
i)		
ii)		
iii)		
iv))		

LINGUISTIC ABILITY (KEPAYAAN BAHASA) 语言

Language 语言	English 英文	Bahasa Malaysia 马来文	Mandarin 华文	Others 其他语言
a) Spoken (Pertuturan) 讲				
b) Listen (Perdengaran) 听				
C) Writen (Penulisan) 写				



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FOR EMERGENCY CASE (Jika Kecemasan sila, hubungi) 紧急通知人 (必须填写)

Name>Nama) 姓名 :	Contact Number (No Telefon) 电话号码 :
Address (Alamat) 地址 :	Relationship (Hubungan)关系 :

OTHER INFORMATION (Maklumat Lain) 其他资料

	Yes 有/能	No 没有/不能
1) Car Driving Licence? 车驾驶护照		
2) Motorcycle Driving Licence? 电单车驾驶护照		
3) Lorry Driving Licence? 罗里驾驶护照		
4) Able to work overtime (Boleh bekerja lebih masa) 能加班吗?		
5) Able to work Shift (Boleh bekerja shift) 能轮班吗?		
6) How did you know this job (Bagaimana tahu kerja ini) 你怎么得知这一份工作? Newspaper 报纸: _____ Banner布条: _____ Friends 朋友: _____ Others其他 _____		
Earliest Available Date (Tarikh mula Kerja) 开始上班日期: _____ Transport 交通工具: _____		
Expected Salary (Gaji yang dipohon) 要求薪金: RM _____		

DECLARATION (Pengesahan)

I Declare that the information provided is true and complete in all aspects. I authorize investigation of all statement including former employers, salary verification and reference. I understand that any omission or false statements made by me in this application may be considered sufficient for withdrawal of an offer or subsequent dismissal from employment.

(Saya mengesahkan bahawa semua maklumat yang diberi adalah benar dan lengkap. Saya faham, bahawa jika maklumat yang saya beri adalah salah atau palsu saya boleh dibuang kerja serta merta.)

Signature of application (Tandatangan pemohon) 申请人签名	Date (Tarikh) 日期
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FOR OFFICE USE:

Interviewed By: _____		
Approved ()	Not Approved ()	Keep in view ()
Post Offered: _____	Basic salary: _____	Allowance/Commision: _____
Date Joined: _____	Remark by interviewer: _____	

HIRING APPROVALS

Post Offered: _____	Department: _____
Starting Salary: _____	Employee No: _____
Allowance/Commision: _____	Date Joined: _____
Remark: _____	