



INTERNATIONAL ISLAMIC COLLEGE  
 الكلية الإسلامية العالمية  
 KOLEJ ISLAM ANTARABANGSA

INTERNATIONAL ISLAMIC COLLEGE  
 NO 1 JALAN 31/10A  
 TAMAN BATU MUDA  
 68100 BATU CAVES  
 SELANGOR DARUL EHSAN  
 TEL: 03 61876900

Please attach a  
 recent  
 potograph.

## JOB APPLICATION FORM

Application for employment as::

### PERSONAL DETAILS

|                |      |                         |              |
|----------------|------|-------------------------|--------------|
| Full Name:     |      |                         |              |
| Email:         |      |                         |              |
| Home Address:  |      | Correspondence Address: |              |
| Telephone No:  |      | Telephone No:           |              |
| Date Of Birth: | Age: | Marital Status:         | Nationality: |
| Religion:      |      | Race:                   |              |
| MyCard No:     |      | Passport No:            |              |

### FAMILY DETAILS

| <i>Relations</i> | <i>Name</i> | <i>Age</i> | <i>Present/Previous Occupation</i> |
|------------------|-------------|------------|------------------------------------|
| Spouse           |             |            |                                    |
| Father           |             |            |                                    |
| Mother           |             |            |                                    |

**EDUCATION**

| Name of School/ Institution/ College/ University | Date Joined (dd/mm/yy) | Date Graduated (dd/mm/yy) | Highest Standard Passed (Certificate, Diploma, Degree/ Grade) |
|--|------------------------|---------------------------|---|
|  |                        |                           |   |

**OTHER ACADEMIC OR PROFESSIONAL QUALIFICATIONS** (including training courses attended)

| Particulars | Date |    |
|-------------|------|----|
|             | From | To |
|             |      |    |

**PROFESSIONAL MEMBERSHIPS** (Technical, professional or occupational etc.)

| Name of Professional Body | Membership Position | Date Admitted |
|---------------------------|---------------------|---------------|
|                           |                     |               |

**LANGUAGE PROFICIENCY**

| Language/ Written | (state: fair, good, excellent)<br>Oral | (state: fair, good, excellent)<br>Written |
|-------------------|--|---|
| Bahasa Melayu     |  |   |
| English           |  |   |
| Other Language    |  |   |

**EMPLOYMENT HISTORY**

*Please give details of full-time jobs only. Start with your present or most recent position.*

| Dates |    | Name of employer,<br>address, nature of<br>business | Job titles, nature of work,<br>accountabilities | Last drawn<br>salary | Reasons for<br>leaving |
|-------|----|---|---|----------------------|------------------------|
| From  | To |   |   |                      |                        |
|       |    |   |   |                      |                        |

**BRIEFLY DESCRIBE YOUR CURRENT/ MOST RECENT JOB ROLE & RESPONSIBILITIES**

|  |
|--|
|  |
|--|

**REFERENCE DETAILS** *(Please provide at least two)*

| Name | Job Title & Employer | Telephone No & Email<br>Address | Relationship |
|------|----------------------|---------------------------------|--------------|
|      |                      |                                 |              |

**LEISURE ACTIVITIES**

|  |
|--|
|  |
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**ADDITIONAL INFORMATION**

*Please state any relevant information which will support your application*

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|--|

**OTHER INFORMATION**

|  |
|--|
| What do you know about <b>International Islamic College</b> ?  |
| Have you any friends or relatives working in IIC? If yes, state name, designation and dept.                                |
| Have you at any time been convicted or found guilty of any serious offence by any court? If yes, state offence or reasons. |
| Have you ever been dismissed from any employment? If yes, state reasons.   |
| Have you any serious illness? If yes, indicate nature of illness.  |
| What is your expected salary?  |

I hereby confirm that the information stated above is true and accurate. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired.

\_\_\_\_\_  
**Signature of applicant**

\_\_\_\_\_  
**Date**

Name: