

Job Application Form

“Passionate, Accountability and Integrity”

Management Staffs

POSITION	
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Thank you for sending us your application.

Kindly be informed that your name has been shortlisted for the above position.

Please fill-up/answer the details as listed below and revert it to us via email at info@eveningcrest.com or eveningcrest@gmail.com before _____, 202__.

(1) What are your personal details?

Full Name	
Mailing Address	
Permanent Address <i>(If different from above)</i>	
NRIC:	
Passport No	
Race	
Religion	
Gender	
Date of Birth	
Nationality	
Place of Birth	
Marital Status	
Health Condition	
Age	
Height	
Weight	

2. Language Proficiency:

English	
Malay	
Mandrin	
Others	

EVENING CREST SDN BHD (1296186U)**3. Contact Details:**

Handphone No.	
House No.	
Email address	

4. Contact Details for Emergency Purposes:

Full Name	
Address	
Relationships	
Contact No	

5. Education Level / Institution Name:

Higher Institution Level	
Diploma Level	
SPM Level	

6. Work/Professional Experience (yrs):

Level of Education/ Qualification	
Name of Institution	
Year of Graduation	
Field of Study	

7. Work/Professional Experience (yrs):

Number of Years	
Current/Latest Company Name	
Current/Latest Position	
Current/Latest Work Department/Responsibility	

(8) How would you describe yourself?

Answer:

(9) What is your greatest strength?

Answer:

(10) What is your greatest weakness?

Answer:

EVENING CREST SDN BHD (1296186U)**(11) Why should we hire you?**

Answer:

(12) How many years of Business Development Representative or Secretarial Administrative experience do you have?

Answer:

(13) What is your level of experience in Sales & Business Development or Financial Management Services?

Answer:

(14) What is your level of experience in Lead Generation?

Answer:

(15) Describe your leadership style?

Answer:

(16) Why do you think you are the best person for the job?

Answer:

(17) What are you expecting from us?

Answer:

(18) How soon can you start work?

Answer:

(19) This job has the following work schedule: Can you commit to these working hours?

Answer:

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(20) We are in a financial services sector. Sometimes, this job might require you to travel to the city such as Labuan, Singapore, Hong Kong, London and Frankfurt for meeting purposes. Can you commit to this requirement?

Answer:

(21) Why you are planning to leave the previous/current company?

Answer:

(22) Tell me about a time you worked with a difficult person.

Answer:

(23) Tell me about a time you had to persuade someone.

Answer:

(24) Tell me about a time you disagreed with someone.

Answer:

(25) Tell me about a time you created a goal and achieved it.

Answer:

(26) Tell me about a time you surpassed people's expectations.

Answer:

(27) Tell me about a time you had to handle pressure.

Answer:

(28) Tell me about a time you had to learn something quickly.

Answer:

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(29) What is your current or last basic monthly salary?

Answer:

(30) What are your salary expectations?

Answer:

(31) Do you have any question for me?

Please attach a **copy of your resume/CV including your qualification certificate/degree** for our reference and perusal. Your interest to join us is highly appreciated. We will arrange and contact you for an interview

FOR OFFICE USED:

Received/Checked by:

Name:

Position:

Remarks:

Approved by:

Name:

Position:

Remarks: