



# MALAYSIAN TIMBER CERTIFICATION COUNCIL

19 F, Level 19, Menara PGRM, 8, Jalan Pudu Ulu, Cheras,  
56100 Kuala Lumpur  
Tel. No. : 603-92005008, Fax No. : 603-92006008,  
E-Mail : [info@mtcc.com.my](mailto:info@mtcc.com.my) Website : <http://www.mtcc.com.my>

## EMPLOYMENT APPLICATION FORM

### NOTE TO APPLICANTS

1. Only one application form should be submitted to MTCC. Applications for more than one post should be submitted separately.
2. An application shall be accompanied by photocopies of all certificates and relevant documents as evidence that the applicant meets the required academic and other requirements.
3. All expenses related to this application shall be borne by the applicant.

### Name of Post Applied (in capital letters) :

\_\_\_\_\_

### 1. PERSONAL PARTICULARS

Name : \_\_\_\_\_

Home Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No : \_\_\_\_\_ Fax No. : \_\_\_\_\_

Office Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No : \_\_\_\_\_ Fax No. : \_\_\_\_\_

Date of Birth : \_\_\_\_\_ Age : \_\_\_\_\_

Marital Status : \_\_\_\_\_ Sex : \_\_\_\_\_

I.C No. : \_\_\_\_\_ Citizenship : \_\_\_\_\_

**II. ACADEMIC QUALIFICATIONS**

Name of schools, colleges and universities attended (duration)

Certificate/Diploma/Degree Obtained

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*(use additional pages if necessary)*

Extracurricular Activities in School, College and University :

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(use additional pages if necessary)*

**III. WORK EXPERIENCE**

Position

Name of Employer, Address & Telephone No.

Duration

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

*(use additional pages if necessary)*

**IV. OTHER INFORMATION**

Language Proficiency : (Please tick  accordingly)

Spoken

Written

Bahasa Malaysia	<input type="checkbox"/> Fluent	<input type="checkbox"/> Fair	<input type="checkbox"/> Weak	<input type="checkbox"/> Fluent	<input type="checkbox"/> Fair	<input type="checkbox"/> Weak
English	<input type="checkbox"/> Fluent	<input type="checkbox"/> Fair	<input type="checkbox"/> Weak	<input type="checkbox"/> Fluent	<input type="checkbox"/> Fair	<input type="checkbox"/> Weak
Others (Please indicate) _____	<input type="checkbox"/> Fluent	<input type="checkbox"/> Fair	<input type="checkbox"/> Weak	<input type="checkbox"/> Fluent	<input type="checkbox"/> Fair	<input type="checkbox"/> Weak

Computer Skill : \_\_\_\_\_  
\_\_\_\_\_

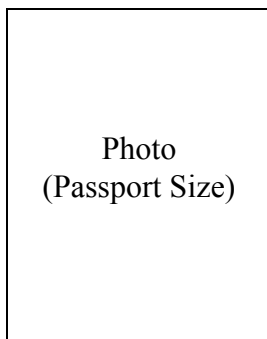
Present Salary : RM \_\_\_\_\_/month      Expected Salary : RM \_\_\_\_\_/month

**V. REFERENCES**

Names of two persons who could provide information about yourself.

- Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_
- Tel. No. : \_\_\_\_\_
- Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_
- Tel. No. : \_\_\_\_\_

I hereby declare that the above information is true.



Applicant's signature : \_\_\_\_\_

Date : \_\_\_\_\_