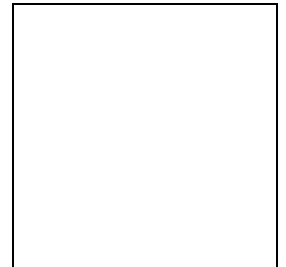




IIUM ENDOWMENT FUND INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA

NAME : _____
IC NO : _____
POST APPLIED FOR: _____



APPLICATION FOR NON-ACADEMIC APPOINTMENT

NOTES FOR APPLICANT

1. Candidates must fill in all the necessary information in the appropriate columns as provided for. Copies of documents referring to / indicating the last drawn salary, testimonials and academic certifications **must be attached and certified true copy**. Failure to do so may result in an outright rejection of your application.
2. Government servants (Malaysian only) must send their applications through their present Heads of Department.
3. Only those short listed will be notified.
4. IIUM Endowment Fund will not pay any expenses incurred for this application or for attending interview.
5. If space is not sufficient, please attach in the form of appendix.
6. Applications for more than one appointment must be made in a separate form.
7. Please send the application form to:

Director
IIUM Endowment Fund
Level 3, Muhammad Abdul-Rauf Building
International Islamic University Malaysia
Jalan Gombak
P.O.Box 10, 50728 Kuala Lumpur
MALAYSIA

PROFESSION QUALIFICATION OBTAINED (If any)						
Qualification / Membership				Date		
TYPING/SHORTHAND/DRIVING SKILLS (If applicable)						
Typing Speed		Shorthand Speed		Driving License		
Written	Printed	B. Malaysia	English	Class	Date Issued	Expiry Date
.....			

EXTRA CURRICULAR ACTIVITIES

COURSE ATTENDED (If any)			
Name of Courses	Place Held	Dates	
		From	Till

PRESENT EMPLOYMENT		
Position	Date Appointed	
Name & Address of Employer		
Phone No.		
Present Salary (Basic)	Allowance	Date of Salary Increment
Period of notice to end your services with your present employer		

WORK EXPERIENCE (In Descending Order)					
Name and Address of Employers	Type of Position	Date Joined	Date Resigned	Last Salary	Reason for Leaving
Phone No.					
Phone No.					
Phone No.					

RELIGIOUS KNOWLEDGE AND PRACTICE

1. PERSONAL OBSERVATION OF FUNDAMENTAL RELIGIOUS DUTIES

(Please tick in the relevant spaces provided)

a) Performing *Solat Wajib*

- i. Regular
- ii. Irregular
- iii. Never

b) Performing *Solat Sunnat (awabbin, dhuha, tahajjud, etc.)*

- i. Regular
- ii. Irregular
- iii. Never

c) How many 'surah lazim' can you recite?

- i. None
- ii. Less than 5 "surahs"
- iii. 6 - 10 "surahs"
- iv. More than 11 "surahs"

d) How often do you attend religious talks / lesson?

- i. None
- ii. Sometimes
- iii. Often
- iv. Very Often

2. RELIGIOUS KNOWLEDGE

a) "Islam in the way of life". What do you understand from the statement?

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b) Please describe the role that you are going to play as an employee of IIUM Endowment Fund.

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3. INVOLVEMENT IN ISLAMIC ORGANIZATIONS / SOCIETIES AND ACTIVITIES

a) List three (3) Islamic Organizations / Societies which you are involved with

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4. INFLUENTIAL BOOKS / WRITING ON ISLAM

a) List three (3) books or articles on Islam, which made a significant impact on your understanding or practice in Islam in your life.

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CONTRACT (if any)

If you are bonded to any organization, please state the name and address of the organization and number of years you are bonded.

Name of Organization :.....
Address :.....
.....
Number of years bonded :.....

REFEREES

Please give the names, address and occupations of two persons (not your relatives) whom the IIUM Endowment Fund can contact for further information about yourself.

1. Name :.....
Address :.....
.....
..... Telephone No. :.....
Occupation :.....
2. Name :.....
Address :.....
.....
..... Telephone No. :.....
Occupation :.....

DO YOU HAVE ANY CLOSE RELATIVE WORKING IN IIUM ENDOWMENT FUND?	YES		NO	
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APPLICANT'S DECLARATION

- i. I declare that all the information I have given in this form are true and correct. I understand that should there be any form of false information including academic status not proclaims appropriately, my application will be forfeited and if I am already given the appointment, my service will be immediately terminated. I also declare that I have never been involved in drug addition or drug trafficking nor have I been convicted for criminal offences in court.
- ii. I have no objection for the IIUM Endowment Fund to contact my present and past employers for further information about myself

Date: _____ Signature: _____