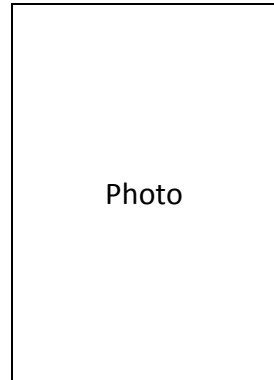




**STUDENT AFFAIRS AND DEVELOPMENT DIVISION
 International Islamic University Malaysia**

**Application Form for Lecturer/Trainer/Instructor
 and Facilitator (Part time)**

SEMESTER SESSION/.....



INSTRUCTIONS

Please complete Section A, please specify the area in which you would like to apply for and attach resume, photo and any documents related to your expertise and experience in the area of your specialisation. Please submit this form to the following address:

**Student Affairs and Development Division
 Level 2, Muhammad Abdul-Rauf Building
 International Islamic University Malaysia
 Jalan Gombak, 53100 Selangor Darul Ehsan**

SECTION A (To be completed by the Applicant)

1. Name:	
2. Staff / Matric No.:	3. MyKad / Passport:
4. Postal Address:	
5. Fax:	6. E-mail:
7. Marital Status (please circle):	8. Date of Birth:

9. Telephone:
 (Home): _____ (Office): _____ (H/P): _____

10. English Proficiency:
 Excellent Good
 Fair Poor

11. Gender (please circle):

12. Kulliyah/Division/Centre:

13. Nationality:

14. Present Position (in IIUM or Outside. You may add attachment if necessary):

15. I am applying for...

Usrah Budi Packages	Skills Packages
<input type="checkbox"/> Facilitator	<input type="checkbox"/> Trainer <input type="checkbox"/> Assistant Trainer
Debate Packages	
<input type="checkbox"/> English Debate Trainer	<input type="checkbox"/> Arabic Debate Trainer <input type="checkbox"/> Presentation Skills Trainer <input type="checkbox"/> Public Speaking Trainer
Others	
<input type="checkbox"/> Tahfiz Instructor	<input type="checkbox"/> Leadership Trainer <input type="checkbox"/> Parenting Lecturer <input type="checkbox"/> Admin. Asst./ Graduate Assistant

17. Educational History (Please provide the following information. You may attach separate sheets if necessary).

No.	School/Institution/University Attended	Year		Academic Qualification
		From	Until	
1.				
2.				
3.				
4.				

18. Working Experience (including any part-time or full-time employment. You may attach separate sheets if necessary).

No.	Organisation	Position	Duration
1.			
2.			
3.			
4.			

19. Any award / outstanding achievement / projects / activities that are related to the area of your intended work? (Attach a separate sheet if necessary)

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20. Please explain in few sentences, why you would like to be appointed in the work that you have applied for? (Attach a separate sheet if necessary)

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Signature:

Date:

SECTION B (for the Office use)

Date Received : _____

Date of Interview : _____

Action	Date	Remarks	PIC
Prepare offer letter			
Date reporting for duty			