Sijil Kemahiran Malaysia Application Form

国家技术文凭申请表格

Name 姓名 _____

I/C No. 身份证号码 | | | | | | | - | | | - | | | | |

Company 公司 _____

Telephone 电话 （Office) | | | | - | | | | | | | | |

Fax 传真 | | | | - | | | | | | | | |

Handphone 手机 | | | | - | | | | | | | |

Working Experience 工作经验 _____ *Year / 年*

State/Area Associations州/区分会 _____

SKM L1, L2, L3 & Supervisory Course *(Inclusive of portfolios, materials & etc.)* 技术文凭等级1,2,3 及管理课程*(包括所有文件处理及资料)*	**RM2,300.00**

1) Please make cheque payable to 支票请注明 "**MMSDA".**

2) If the candidate wish to apply SKM Level 3 only, please contact our Association at 03-92856666 for further information.
如果只申请第3级技术文凭，请联络本会秘书处03-92856666。

Documents Check List所需文件

No.	Items 项目	Ready 已准备（ √ ）
1	Photocopy of I/C (Front & Back) 身份证复印（前后）	
2	Photocopy of driving license 驾驶执照复印	
3	Company Reference Letter 公司推介信	
4	4 x Passport size photos 4张护照相片	
5	Photocopy of training certificates obtained. (If Any) 证书/文凭复印（任何相关或足以证明您的技术与经验，如有）	
6	Company registration certificates (Form 49/Form 24/Form 9/Borang D/Borang B) 公司注册证书（以证明贵公司正常营业）	
7	Photos of candidate performing maintenance work and services 工作活动相片	
	a.) 2 x photos of main shop lot / outside of the working place. 2张店面相片	
	b.) 20 x photos of working / repairing. 20张亲自维修/工作相片	
	c.) 2 x photos of supervising works 2张教导/监督员工工作相片	
8	Repair bill / Invoices / Receipts / Service Card (30-50 copies)账单簿/服务固本（30-50张）	
9	Company Organization Chart / 公司员工图表	

Note: Please wear complete uniform (Slipper & smoking is not allow)注：请穿整齐的制服（不可穿拖鞋及不可吸烟）

_____
Applicant's Signature申请者签名

Date日期：_____

_____
Company Stamp公司印章