



FAKULTI PERTANIAN  
(FACULTY OF AGRICULTURE)

**PENGESAHAN DAN PENILAIAN MAJIKAN BAGI LATIHAN INDUSTRI**  
(EMPLOYER'S EVALUATION AND CONFIRMATION ON INDUSTRIAL TRAINING)

Arahan (*Instructions*) :

**Bahagian I** : Diisi oleh pelajar ; **Bahagian II & III** : Diisi oleh Jabatan / Majikan di mana Latihan Industri dijalankan

(*Part I : To be filled by the student ; Part II & III : To be filled by the Department / Employer where the Industrial Training is undertaken*)

**BAHAGIAN I (Part I) MAKLUMAT PELAJAR DAN LATIHAN**

Maklumat pelajar dan latihan untuk diisi oleh pelajar (*Particulars of student and training to be filled by student*)

|   |        |   |              |
|---|--------|---|--------------|
| 1 | Nama : | 2 | No. Matrik : |
|---|--------|---|--------------|

|   |  |  |                               |
|---|--|--|-------------------------------|
| 3 | Program :  |  |                               |
| 4 | Nama Jabatan / Institusi / Syarikat yang menawarkan latihan ( <i>Name of Department / Institution / Company providing training</i> )   |  |                               |
|   |  |  |                               |
| 5 | Alamat Jabatan / Institusi / Syarikat yang menawarkan latihan ( <i>Name of Department / Institution / Company providing training</i> ) |  |                               |
|   |  |  |                               |
| 6 | No. Telefon<br>( <i>Telephone No.</i> )  |  | No. Fax<br>( <i>Fax. No</i> ) |

|   |   |                        |                        |
|---|---|------------------------|------------------------|
| 7 | Jangkamasa latihan<br>( <i>Training Duration</i> )          | Dari ( <i>From</i> ) : | Hingga ( <i>To</i> ) : |
|   |   |                        |                        |
| 8 | Jenis latihan yang diberi ( <i>Type of training given</i> ) |                        |                        |
|   |   |                        |                        |

**BAHAGIAN II (Part II) : PENILAIAN MAJIKAN (EMPLOYER'S EVALUATION)**

Penilaian pelajar oleh majikan. Tandakan  $\checkmark$  di mana sesuai (*Employer's evaluation of student. Mark  $\checkmark$  where appropriate*).

1: Tidak Memuaskan (*Not satisfactory*)      2: Memuaskan (*Satisfactory*)      3: Baik (*Good*)  
4: Sangat Baik (*Very Good*)      5: Cemerlang (*Excellent*)

**PERKARA DINILAI (SUBJECT OF EVALUATION)**

| <b>A. Ciri-ciri peribadi (<i>Personal characteristics</i>)</b>                  |   |   |   |   |   |
|---|---|---|---|---|---|
|   | 1 | 2 | 3 | 4 | 5 |
| 1. Minat ( <i>Interest</i> )  |   |   |   |   |   |
| 2. Kerjasama / Kerja Berpasukan ( <i>Cooperation</i> )                          |   |   |   |   |   |
| 3. Pergaulan ( <i>Sociability</i> )   |   |   |   |   |   |
| 4. Sopan Santun ( <i>Sahsiah</i> )  |   |   |   |   |   |
| 5. Kemahuan Belajar ( <i>Learning Ability</i> )                                 |   |   |   |   |   |
| 6. Kebolehan Berkomunikasi ( <i>Communication Ability</i> )                     |   |   |   |   |   |
| 7. Kepatuhan / Disiplin / Beretika ( <i>Compliance / Discipline / Ethical</i> ) |   |   |   |   |   |
| 8. Kematangan ( <i>Maturity</i> )   |   |   |   |   |   |

| <b>B. Prestasi Pekerjaan</b>                              |   |   |   |   |   |
|---|---|---|---|---|---|
|   | 1 | 2 | 3 | 4 | 5 |
| 1. Tanggungjawab / Komitmen ( <i>Responsibility</i> )     |   |   |   |   |   |
| 2. Kehadiran ( <i>Attendance</i> )                        |   |   |   |   |   |
| 3. Ketepatan masa ( <i>Timeliness</i> )                   |   |   |   |   |   |
| 4. Pengetahuan tentang tugas ( <i>Knowledge Of Duty</i> ) |   |   |   |   |   |

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| 5. Mutu dan hasil kerja ( <i>Quality And Work</i> )   |  |  |  |  |  |
| 6. Kejujuran / Amanah ( <i>Honesty And Trust</i> )  |  |  |  |  |  |
| 7. Berdikari ( <i>Independent</i> )   |  |  |  |  |  |
| 8. Kebolehan memberi idea baru / inovasi / inisiatif<br>( <i>The Ability To Give A New Idea / Innovation / Initiative</i> ) |  |  |  |  |  |
| 9. Kebolehan menyelesaikan masalah / berfikiran kritis<br>( <i>Ability To Solve Problems / Critical Thinking</i> )          |  |  |  |  |  |
| 10. Ketahanan mental dan fizikal ( <i>Mental And Physical Endurance</i> )   |  |  |  |  |  |
| 11. Kepimpinan ( <i>Leadership</i> )  |  |  |  |  |  |

Ulasan lain seperti kebolehan berkomunikasi dan profesionalisme. Gunakan lampiran jika perlu (*Other comments e.g. ability to communicate and professionalism. Please use appendix if necessary*)

