

深圳河套学院
SHENZHEN LOOP AREA INSTITUTE
职位申请表
APPLICATION FORM

注: Note:
申请人所提供的资料将用作招聘或其他与雇佣有关事宜, 并会供深圳河套学院有关部门、委员会或其他处理招聘事宜的人士查阅。招聘程序完成后, 未获取录的应征者资料, 当无需保留时将全部销毁。
The information provided will be used for appointment and other employment-related purposes in the Institute. It may be accessible to offices, committees or persons who will process appointment matters. Information on unsuccessful candidates will be destroyed after the recruitment exercise when no longer required.

申请职位 Post Applied for:

I. 个人资料 Personal Particulars

英文姓名 (姓氏先行) Name in full (English) (Surname first)		中文姓名 Name (Chinese)	* 称谓 Title	先生 <input type="checkbox"/> Mr.	女士 <input type="checkbox"/> # Miss / Ms. / Mrs.
国籍 Nationality:	户口所在地 City of Residency:	出生日期 Date of Birth:	# 护照号码 / 身份证号码 Passport No. / I.D. Card No.:		
通讯地址 Correspondence Address:					
住址 (如与上址不同) Residential Address (if different from above)					
电话号码 (住宅) Telephone No. (Home)		(办公室) (Office)	(流动电话) (Mobile)	电子邮址 E-mail Address:	
必要时通知 姓名 及 关系 Emergency Contact (Name & Relationship)		必要时通知 电话 及 地址 Emergency Contact number & address:			

II. 学历 / 学术荣誉 / 奖状 (请顺序列出) Academic Qualifications / Awards / Distinctions (in chronological order)

由 From 月 / 年 Month / Year	至 To 月 / 年 Month / Year	教育机构 / 院校名称 (请列明所在国家) Institution of Learning / College / University Attended (Please specify country)	所获学历 Qualifications / Awards / Distinctions Obtained	主修科目 / 范畴 Major Subject / Field of Study

III. 工作经验 (请顺序列出) Working Experience (in chronological order)

由 From 月 / 年 Month / Year	至 To 月 / 年 Month / Year	工作机构及地址 Name and Address of Employer	职位 Appointment Held (如属兼职, 请予注明) (if part-time, please specify)	工作性质 Nature of Work

IV. 专业资格 (请顺序列出) Professional Qualifications / Memberships (in chronological order)

专业团体 (全名) Professional Body (Full Name)	所获专业资格 Qualification / Membership Obtained	获取途径 (如考试、推选等) Channel of Award (e.g., exam., election)	颁发日期 Date of Award

V. 曾担任之研究工作/出版著作 (教学/研究员申请人适用) Major Research/ Published Work (For Teaching & Research Posts only) 请连同著作撮要一并交回 Please attach abstracts of publications if available.

期间 Period	名称及性质 Name / Nature of The Work	备注 Remarks

VI. 咨询人 (现时 / 前雇主) Referees (Present / Previous Employers)

姓名 Name	公司名称 / 职衔 Company Name / Position	通讯地址 Correspondence Address	传真号码 / 电子邮址 Fax no. / E-mail Address

除非特别注明，深圳河套学院将毋须再行通知应征者并可径向上述咨询人查询。请先行知会上述咨询人。
Unless otherwise specified, consent is deemed given by the applicant to the Institute to approach the above referees whenever appropriate without prior notification. Please also inform your referees that such consent has been given by you.

VII. 过往薪酬纪录 Past Salary Record

期间 Period	公司名称 / 职衔 Company Name / Position	每月基本薪酬 Monthly Basic Salary	每月保险及公积金供款 Monthly Insurance and Housing Fund Contribution	其他津贴 Other Allowances

VIII. 其他 Others

1. 现职离职通知期
Notice Period Required by Present Employer _____

2. 如获聘任可到任日期
Earliest Date Available if Appointed _____
3. 请问从何处得悉本职位空缺?
How did you learn about this vacant position? _____
(例: 期刊 / 报章名称及日期) (e.g., Name and date of journal / newspaper, etc.)
4. 申请人如有近亲现职于深圳河套学院，请列明其姓名、职位及与申请人的关系
If you have close relatives currently employed by Shenzhen Loop Area Institute, please state their names, posts and relationship to you.

5. 其他与申请此职位有关的资料
Applicants may use the following space to provide any other relevant information in support of your application.

IX. 声明 Declaration

本人谨此声明以上所提供的资料均属真实及所附证明文件皆为真确副本。如获聘任，本人将提供有关身份及资历文件的正本 / 经认证的复印本给予深圳河套学院作查核。本人明白倘若故意虚报资料或隐瞒重要事实，深圳河套学院可取消已发出的口头或书面聘约或纵使已获聘任亦可遭解雇。如获全职聘任，本人承诺已辞去原单位的工作、自与深圳河套学院签订劳动合同之日起已与原单位完全解除劳动关系。

I declare that the information given above is correct and complete to the best of my knowledge and that the documents provided by me in connection with this application are true copies. I will produce the original / certified true copies of all identification and qualification documents as required by the Institute upon assumption of duty at the Institute if appointed. I understand that if I knowingly supply false information or withhold any material information, Shenzhen Loop Area Institute shall have the right to rescind any verbal / written offer of appointment and I shall render myself liable to dismissal if I am eventually appointed by the Institute. I promise, if I am hired as a full-time employee, that I have resigned from my previous/current employers and have completely terminated the labor relationship with my previous/current employers since the date of signing the labor contract with Shenzhen Loop Area Institute.

日期
Date _____

签署
Signature _____
(For Foreign Passport Holders: The signature should be consistent with the signature on your passport)