**職位申請表**

**Application Form**

|  |
| --- |
| 申請職位  Position Applied |

個人資料 Personal Particulars

|  |  |
| --- | --- |
| 英文姓名  Name in English | 中文姓名  Name in Chinese |
| 性別：男／女\*  Sex ：Male／Female\* | 香港身份證號碼  Hong Kong Identity Card |
| 出生日期  Date of Birth | 聯絡電話  Contact Tel. No. |
| 聯絡地址  Correspondence Address | |
| 電郵地址  Email Address | |

學歷 Education

按日期先後填寫（in chronological order）

|  |  |  |  |
| --- | --- | --- | --- |
| 就讀小學／中學／專上院校  School／College／University Attended | 月／年　至　月／年  month／year To month／year | | 獲得之學術／專業資格  Academic／Professional Qualification Acquired |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

過去工作紀錄 Employment History

按日期先後填寫（in chronological order）

|  |  |  |
| --- | --- | --- |
| 公司名稱及地址  Name of Company & Address | 職位  Position Held | 受僱日期  Period of Employment |
|  |  | 至  To |
|  |  | 至  To |
|  |  | 至  To |

課外活動／社會服務 Extra-Curricular Activities／Social Service

按日期先後填寫（in chronological order）

|  |  |  |  |
| --- | --- | --- | --- |
| 由（月／年）  From（MM／YY） | 至（月／年）  To（MM／YY） | 團體名稱  Name of the organization | 崗位  Position |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

茲聲明以上所填報之資料乃本人自願提供並正確無訛。本人授權 貴公司在有需要時查核有關資料。本人明白虛報或隱瞞資料可導致 貴公司不考慮本人的申請。本人明瞭上述資料只用作辦理本人申請 貴公司工作有關的事宜。

I hereby declare that all the information provided in the Application Form is submitted voluntarily and is true and complete. I authorize the company to verify any of the information given herein whenever required. I understand that misrepresentation or omission of any material information may lead to the company not considering my application. I understand that the above information will be used solely for purposes relating to my application for employment with the company.

|  |  |  |
| --- | --- | --- |
| 簽署  Signature |  | 日期  Date |