**华润信托招聘候选人信息采集表**

**注意事项（填写前请务必仔细阅读）：**

1、感谢您对华润信托的支持。我们郑重承诺为您的应聘资料保密，并公平对待每位应聘人员。

2、此申请表必须由应聘者自己完成并保证所填写内容真实可靠。所有问题必须回答，如有提问不属于应聘者的，请填写“无关”二字。

3、专业技术等级证书，学历证明，推荐信等，凡有助于求职之文件应备复印件，并附在此表内。

4、本次招聘岗位要求应聘人有较强健的体质，能够胜任工作压力和强度较大的工作，若患病和体质较弱者请主动、如实告知我司。

5、请勿更改本表相关内容及格式。

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| **个人信息** | | | | | | | | | | | | | | | | | | | | | |
| **申请职位** | |  | | | | | **其他感兴趣职位** | | | | |  | | | | | | | **照**    **片** | | |
| **姓名（中文/英文）** | |  | | | | | **出生年月日/民族** | | | | |  | | | | | | |
| **性别/血型** | |  | | | | | **籍贯/户籍所在地** | | | | |  | | | | | | |
| **身 高(cm)** | |  | | | | | **政治面貌** | | | | | （注：中共党员需填入党日期） | | | | | | |
| **身份证号** | |  | | | | | **婚姻状况** | | | | | 已婚 未婚 其他 | | | | | | |
| **期望年薪**  **（税前）** | |  | | | | | **联系方式** | | | | | 手机：  座机：  电子邮箱：  通讯地址： | | | | | | | | | |
| **教育及**  **培训情况**  （从高中起填写，包括海外教育及培训经历） | | **自（年/月）** | | | **至（年/月）** | | | | **学校名称（自高中起）** | | | | | | **专业** | | | **最高学历及学位证书**  **(必须提供学位证书编号）** | | | |
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| **家庭情况** | | **家庭成员** | | | **姓名** | | | | **年龄** | | **工作单位及职务** | | | | | | | | | | |
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| **工作经历/社会实践 （工作年限： 年）** | | | | | | | | | | | | | | | | | | | | | |
| **自**  **（年/月）** | **至**  **（年/月）** | | | **单位名称及所在地** | | | | | **最后职位** | | **年薪（税前）** | | | | | | **离职原因** | | | **直接上司及其**  **联系电话**  **(必须提供）** | |
| **开始时** | | | **离开时** | | |
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| **电脑知识** | | | | | | | | | | | | | | | | | | | | | |
| **您有簿记/基础会计经验吗？**  有 没有 | | | | | | | | | | | | | | | | | | | | | |
| **您有电脑的相关知识吗？** 有 没有 | | | | | | | | | | | | | | | | | | | | | |
| **如有，请写出能够熟练使用的电脑软件的名称：** | | | | | | | | | | | | | | | | | | | | | |
| **语言（方言）** | | | | | | | | | | | | | | | | | | | | | |
| **语言** | **会话** | | | | | | | **书写** | | | | | | | | **阅读** | | | | | |
| **流利** | | | **普通** | | **略懂** | | **流利** | | **普通** | | | **略懂** | | | **流利** | | **普通** | | | **略懂** |
| **普通话** |  | | |  | |  | |  | |  | | |  | | |  | |  | | |  |
| **英文** |  | | |  | |  | |  | |  | | |  | | |  | |  | | |  |
| **其他**  **( )** |  | | |  | |  | |  | |  | | |  | | |  | |  | | |  |
| **专业资格证书** | | | | | | | | | | | | | | | | | | | | | |
| **获得时间（年/月）** | | | **证书名称** | | | | | **通过科目** | | | | | | | | | | | | | |
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| **总体情况** | | | | | | | | | | | | | | | | | | | | | |
| 1. **请简要介绍您近三年两个最重要的成绩。** 2. **您认为自己的优势和劣势是什么？** 3. **您选择本公司的原因是什么？** 4. **您通过何种具体渠道得知应聘岗位招聘信息？** 5. **您在华润深国投信托有限公司有熟人/亲戚吗？**   有 没有 **如有请直接写明其姓名及与其之关系：**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | |
| **声明：**  **本人声明申请表所填内容全部属实,并授权华润深国投信托有限公司委托独立第三方于录用阶段对相关信息进行核实。**  **申请人手写签名： 日期：** | | | | | | | | | | | | | | | | | | | | | |