

## 工作申請表

EMPLOYMENT APPLICATION FORM

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| --- | --- | --- | --- | --- | --- | --- | --- |
| ★申請職位：  Position Applied For： | | | | ★希望待遇：  Expected Salary： | | | 最近三個月相片  Recent Passport-size Photo |
| ★中文姓名：  Chinese Name： | | | | ★英文別名：  English Name： | | |
| ★出生年月日：  Date of Birth： | | | | ★身份證號碼：  ID Number： | | |
| 性別：  Sexual： | 年齡：  Age： | | 血型：  Blood Type： | 身高：  Height： | 公分  CM | 體重： 公斤  Weight： KG |
| 婚姻狀況： □未婚 □已婚 □其他  Marriage Status： Single Married Others | | | | | | 健康狀態：  Health Status： |
| ★電話：  Tel： | | ★手機：  Mobil： | | ★電子信箱：  E-mail： | | | |
| ★通訊住址：  郵遞區號 □□□  Permanent Address： | | | | | | | |

**教育背景** Education Background

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| --- | --- | --- | --- | --- |
| 就讀學校  Institution | 時間 Period | | 主修科系  Subject Major | 學位/証書(畢業/肄業)  Degree / Certificate |
| 自 From | 至 To |
|  |  |  |  |  |
|  |  |  |  |  |

**家庭狀況**(包括父母、配偶、子女、兄弟姐妹)Relatives (Parents, Spouse & Children, Brothers & Sisters)

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| --- | --- | --- | --- | --- |
| 稱 謂  Appellation | 姓名  Name | 年齡  Age | 連絡住址  Address | 電話/手機  Tel / Mobil |
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**工作經歷** Employment Record

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| --- | --- | --- | --- | --- | --- |
| 服務機構  Name of Company | 時間  Period | 工作性質  Nature of Business | 職稱  Position | 薪資  Salary | 離職原因  Reason for Leaving |
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※ 背面有資料，請接續填寫。謝謝您! Please going to next page for fill out your information. Thank you very much!

**語言及其他特殊技能與興趣** Language / Professional Skill / Other Qualification / Interests

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 語言  Language | 說 Speaking | | | | 寫 Writing | | | | 懂 Understanding | | |
| 佳 Excellent | 良 Good | 可 Fair | | 佳 Excellent | 良 Good | | 可 Fair | 佳 Excellent | 良 Good | 可 Fair |
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|  |  |  |  | |  |  | |  |  |  |  |
| 持有相關專業證照/證書/License/Certificate | | | | | | | | | | | |
| 列舉其他特殊技能 / 興趣 Specify any professional skill / other qualification / interests | | | | | | | | | | | |
| 犯罪紀錄： □有 □沒有  Criminal Record： Yes Never | | | | 如有，請列舉：  If so, please specify： | | | | | | | | |
| 特殊疾病： □有 □沒有 Disease： Yes No | | | | 如有，請列舉：  If so, please specify： | | | | | | | | |
| 介紹人： □有 □沒有  Introducer： Yes No | | | | 介紹人姓名：  Name： | | | 介紹人服務單位 / 公司：  Company / Department： | | | | | |
| 您從何管道得知本公司招募：  What channel do find the hotel employing： | | | | | | | | | | | | |