香港科技大学(广州)

# THE HONG KONG UNIVERSITY OF SCIENCE & TECHNOLOGY (GUANGZHOU)

职位申请表

**APPLICATION FORM**

*(01/2020)*

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，并会供大学有关部门、委员会或其他处理招聘事宜的人士查阅。招聘程序完成后，未获取录的应征者資料，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 University. 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

1. **个人资料 Personal Particulars**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 英文姓名 (姓氏先行)  Name in full (English) (Surname first) | | \* 称谓 先生 女士  Title Mr. # Miss / Ms. / Mrs. | | | 国籍  Nationality |
| 中文姓名  Name (Chinese) | 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) (流动电话)  Telephone No. (Home) (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 | | | | |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 由 From | 至 To | 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 |
| 月 / 年  Month / Year | 月 / 年  Month / Year |
|  |  |  |  |  |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 由 From | 至 To | 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 |
| 月 / 年  Month / Year | 月 / 年  Month / Year |
|  |  |  |  |  |

\* 请于适当空格加号 Please tick as appropriate # 请删去不适用者 Please delete as appropriate

1. **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 |
|  |  |  |  |

1. **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 |
|  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| 姓名  Name | 公司名称 / 职衔  Company Name / Position | 通讯电话号码  Contact Phone Number | 电子邮址  E-mail Address |
| 1.  2.  3. |  |  |  |

除非特别注明，大学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 University to approach the above referees whenever appropriate without prior notification. Please also inform your referees that such consent has been given by you.

# 其他 Others

1. 现职离职通知期 如获聘任可到任日期

Notice Period Required by Present Employer

Earliest Date Available if Appointed

2. 现在/ 近职每月薪酬 其他津贴 期望每月薪酬

Current/Last Monthly Salary Other Allowance

Expected Monthly Salary:

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/ 招聘网站名称及日期) (e.g. Name and date of journal / newspaper/ recruitment website, etc.)

4. 申请人如有近亲现职于香港科技大学(广州)，请列明其姓名、职位及与申请人的关系

If you have close relatives currently employed by The Hong Kong University of Science and Technology (Guangzhou), please state their names, posts and relationship to you.

5. 申请人**曾否**在中国或其它地方犯有刑事记录?

Have you even been convicted of any criminal charge in the Mainland or outside the Mainland?

6. 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.

# 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 / 核实真确本予大学作查核。本人明白倘 若故意虚报资料或隐瞒重要事实，香港科技大学(广州)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。

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 University upon assumption of duty at the University if appointed. I understand that if I knowingly supply false information or withhold any material information, The Hong Kong University of Science and Technology (Guangzhou) 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 University.

日期 签署

Date

Signature