附件

应聘人员登记表

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **本人基本情况** | 姓 名 | |  | | | 性 别 | | |  | | | | | 民 族 | | |  | | 照片 | |
| 出生日期 | |  | | | 身份证号 | | |  | | | | | 身 高 | | |  | |
| 户口地 | |  | | | 政治面貌 | | |  | | | | | 婚姻状况 | | |  | |
| 文化程度 | |  | | | 专 业 | | |  | | | | | 职 称 | | |  | |
| 毕业院校 | |  | | | | | | | | | | | 毕业时间 | | |  | | | |
| 现 住 址 | |  | | | | | | | | | | | 期望薪酬 | | |  | | | |
| 联系电话 | |  | | | | 手 机 | | |  | | | | E–mail | | |  | | | |
| 在本公司有无认识的人 | | | | | | □有 □无 | | | 姓 名 | | |  | | | | 与本人关系 | | |  |
| （朋友、同学、直系亲属等） | | | | | |
| 教 育 状 况（从大学开始） | | | | | | | | | | | | | | | | | | | | |
| 时间 | | | | 学校 | | | | | | | 学历 | | | | 专业 | | | | | |
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| **家 庭 状 况** | | | | | | | | | | | | | | | | | | | | |
| 姓名 | | 与本人关系 | | | 工作单位（无单位请填写联系地址） | | | | | | | | | 职务 | | | | 联系电话 | | |
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| **工 作 经 历** | | | | | | | | | | | | | | | | | | | | |
| 起止时间  （xxxx年x月-xxxx年x月） | | | | 公司名称 | | | | 岗位 | | | | 主要工作内容 | | | | 离职原因 | | 证明人及电话（最近一份工作请填原上级、人资、同事姓名及电话） | | |
| （最近一份工作） | | | |  | | | |  | | | |  | | | |  | | 上级 | |  |
| 人资部 | |  |
| 同事 | |  |
| （倒数第二份工作） | | | |  | | | |  | | | |  | | | |  | | | |  |
| （倒数第三份工作） | | | |  | | | |  | | | |  | | | |  | | | |  |
| 外语能力 | | | |  | | | | | | | | 计算机水平 | | | |  | | | | |
| 获得证书及其他技能 | | | |  | | | | | | | | 驾驶水平 | | | |  | | | | |
| 获得荣誉及奖励 | | | |  | | | | | | | | | | | | | | | | |
|
| 近2年突出的  工作业绩 | | | |  | | | | | | | | | | | | | | | | |
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|
| 自我评价优点及不足 | | | |  | | | | | | | | | | | | | | | | |