# 職位申請表

## APPLICATION FOR EMPLOYMENT

(For "Social Links" Use Only)

#### 個人資料(私隱)收集聲明 PERSONAL DATA (PRIVACY) NOTICE - USE OF PERSONAL DATA

本會將把申請表所收集的個人資料,使用於評估求職者是否適合擔任所申請的職位,以及在提出聘任時,用作商討薪酬及福利事宜。

本會的政策是為日後的招聘活動保留求職者的個人資料半年。如本會屬下各單位在此期間出現職位空缺,本會將可能把閣下的申請轉交有關單位考慮。根據《個人資料(私隱)條例》,閣下有權要求查閱及改正申請表上所填報的個人資料。如欲行使這項權利,請填妥本會的「查閱資料要求申請表」,交回人力資源部職員辦理。

The personal data collected in this application form will be used by the Agency to assess your suitability to assume the job duties of the position for which you have applied and to determine remuneration and benefits package to be discussed with you subject to selection for the position.

It is our policy to retain the personal data of unsuccessful applicants for future recruitment purposes for 6 months. When there are vacancies in our service units during that period, we may transfer your application to them for consideration of employment. Under the Personal Data (Privacy) Ordinance, you have a right to request access to, and to request correction of, your personal data in relation to your application. If you wish to exercise these rights, please complete our "Personal Data Access Form" and forward it to our Human Resources Department.

#### 平等機會聲明 EQUAL OPPORTUNITY STATEMENT

基督教家庭服務中心會確保招聘過程的公平及公正,聘用將以申請人擁有合適的技能、知識及相關經驗(如適用)作準則,而不會因其性別、年齡、家庭狀況、宗教信仰或殘障而受影響。

Christian Family Service Centre would ensure a fair and equitable recruitment process. Employment is based on suitable skills, knowledge and relevant working experiences (if appropriate) of applicants regardless of their gender, age, family status, religion or disabilities.

申請職位 Position Applied:						
申請職位編號 Post Code:			申請者編號 Applicant No.:			(相 片)
<b>姓名 Name:</b> (須與身份証相同) (Same as HKID)		Chinese) English)		稱謂 Title:	*先生 Mr. 太太 Mrs. 女士 Ms.	(Photo)
年齡		身份証號碼 HKID No./				
Age:		護照號碼 Passport No.:				
香港永久性居民		□ 是 Yes			(∃ Day)	(月 Month) (年 Year)
HK Permanent Resid	dent:	□ 否 No, <i>有效居港工作期</i> 和	艮 expiry date of staying fo	r work in H	HK: /	/
通訊住址 Correspon	ndence .	Address:		聯絡電	話 Contact Ph	one No.:
(中文 Chinese)						
 (英文 English)				電郵地	娃 Email Add	ress:

### 教育程度 Education Level: (請由最近獲取之學歷資格開始 Please start with the latest academic level attained)

期間 Period (年份 Year) 由 From -至 To	學校名稱 School Name	學歷資格 Academic Level
-		
-		
-		

#### 專業資格 Professional Qualifications (請由最近獲取之專業資格開始 Please start with the latest qualification attained)

簽發日期 Date of Issue	專業資格 Professional Qualification	頒發機構 Name of Issuing Authority	有效日期 Date of expiry

\*請刪去不適用者 Please delete as appropriate 在適當方格內加図 Tick the appropriate box 🛭

HR-IN001-14-SL P. 1

工作經驗	Working Exp	erience	(請由最近之工作開始 Please start with the latest j	ob)
	WOLKING EX	<i>Jerience</i>	(胡田取处之上,[F 刑)(日 Please start with the lates	ΙJ

期間 Period (月M/年Y)

由 From - 至 To

公司/機構名稱

職位

Position

到職日期 Date available for employment:	由 From — 至 To	Name of Employer		Position	
-	-				
*空、半年、本職 Full Half/Part time *全、半 本職 Full Half/Part time **金、半 本職 Full Half/Part time **金、					
中間 / Half / Part time   中部	<u>-</u>				
Full / Half / Part time   講題   Language spoken:	-				
學語 Cantonese				*	全 / 半 / 兼 職
粤語 Cantonese	-			F	Full / Half / Part time
一			Putonghua 🔲 🗦	其他 Others:	
Press	其他技能 Other skills	:			
Press					
Referees:    填寫非親屬為閣下的諮詢人 · 如閣下的直屬上司 · 他 她應可對你的工作能力及經驗等給予意見 · 本會在考慮閣下的申請時可能會諮詢他她們 ease provide non-relatives as your referee(s), e.g. your immediate supervisor. He/she can comment on your capabilities and working experience. We may contact him/ ring consideration of your application.)    姓名   公司/機構名稱   職業   聯絡電話   関係   Name   Name of Company/Organization   Occupation   Contact Phone No.   Relationshing   Rela	可到職日期 Date ava	ilable for employment:			
Referees:    填寫非親屬為閣下的諮詢人 · 如閣下的直屬上司 · 他 她應可對你的工作能力及經驗等給予意見 · 本會在考慮閣下的申請時可能會諮詢他她們 ease provide non-relatives as your referee(s), e.g. your immediate supervisor. He/she can comment on your capabilities and working experience. We may contact him/ ring consideration of your application.)    姓名   公司/機構名稱   職業   聯絡電話   関係   Name   Name of Company/Organization   Occupation   Contact Phone No.   Relationshing   Rela					
接寫人 Referees:    東漢寫非親屬為閣下的諮詢人、知閣下的直屬上司・他幾應可對你的工作能力及經驗等給予意見。本會在考慮閣下的申請時可能會諮詢他幾何。   case provide non-relatives as your referce(s), e.g. your immediate supervisor. He/she can comment on your capabilities and working experience. We may contact him/ring consideration of your application.)    佐名	了下曾否在本會工作			; 職位 Post	)
報算寫非親屬為閣下的語詢人,如閣下的直屬上司,他/她應可對你的工作能力及經驗等給予意見。本會在考慮閣下的申請時可能會語詢他她們 case provide non-relatives as your referee(s), e.g. your immediate supervisor. He/she can comment on your capabilities and working experience. We may contact him/ring consideration of your application.) <b>姓名</b> Name  Name of Company/Organization  Occupation  Occupation  Occupation  Occupation  Name This part of Company/Organization  Name of Company/Organization  Name Occupation  Occupation  Occupation  Occupation  Name Occupation	lave you ever been e	employed by our Agency?	否 No		
報算寫非親屬為閣下的語詢人,如閣下的直屬上司,他/她應可對你的工作能力及經驗等給予意見。本會在考慮閣下的申請時可能會語詢他她們 case provide non-relatives as your referee(s), e.g. your immediate supervisor. He/she can comment on your capabilities and working experience. We may contact him/ring consideration of your application.) <b>姓名</b> Name  Name of Company/Organization  Occupation  Occupation  Occupation  Occupation  Name This part of Company/Organization  Name of Company/Organization  Name Occupation  Occupation  Occupation  Occupation  Name Occupation	<del>*************************************</del>				
ease provide non-relatives as your referee(s), e.g. your immediate supervisor. He/she can comment on your capabilities and working experience. We may contact him/ring consideration of your application.)  ### ### ### #### ###################					
放電	請填寫非親屬為閣下的譗	消人,如閣下的直屬上司,他/她應可對你的工作能	も力及經驗等給予意見。	本會在考慮閣下的申請時可	能會該詢佃/姗們。
Name Name of Company/Organization Occupation Contact Phone No. Relationship  P. 中請從事兒童及精神上無行為能力人士有關工作的職位之求職者,請註明是否願意接受「性罪行定罪紀錄查核」,並授權本 實取查核的結果: Candidates applying posts which undertake work relates to children or mentally incapacitated persons, please specify whether you agree to under Sexual Conviction Record Check" and allow us to access your check result.  □ 願意 Agree □ 不願意 Disagree  正人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。  Pertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render application being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	Please provide non-relatives a	s vour referee(s) e a vour immediate supervisor. He/she ca	n comment on your canabili		
R.申請從事兒童及精神上無行為能力人士有關工作的職位之求職者,請註明是否願意接受「性罪行定罪紀錄查核」,並授權本 實取查核的結果: Candidates applying posts which undertake work relates to children or mentally incapacitated persons, please specify whether you agree to under Sexual Conviction Record Check" and allow us to access your check result.  □ 願意 Agree □ 不願意 Disagree  C.人證明上述填報資料真確無誤,並明瞭知虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。 Terrify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render application being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	uring consideration of your ap	plication.)		ties and working experience. W	/e may contact him/h
度取查核的結果: Candidates applying posts which undertake work relates to children or mentally incapacitated persons, please specify whether you agree to under Sexual Conviction Record Check" and allow us to access your check result.  □ 願意 Agree □ 不願意 Disagree  □ 不願意 Disagree  □ 人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。 Pertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render application being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	uring consideration of your ap 姓名	plication.) 公司/機構名稱	職業	ties and working experience. W 聯絡電話	We may contact him/he <b>關係</b>
度取查核的結果: Candidates applying posts which undertake work relates to children or mentally incapacitated persons, please specify whether you agree to under Sexual Conviction Record Check" and allow us to access your check result.  □ 願意 Agree □ 不願意 Disagree  □ 不願意 Disagree  □ 人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。 Pertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render application being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	uring consideration of your ap 姓名	plication.) 公司/機構名稱	職業	ties and working experience. W 聯絡電話	/e may contact him/h
度取查核的結果: Candidates applying posts which undertake work relates to children or mentally incapacitated persons, please specify whether you agree to under Sexual Conviction Record Check" and allow us to access your check result.  □ 願意 Agree □ 不願意 Disagree  □ 不願意 Disagree  □ 人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。 Pertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render application being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	rring consideration of your ap 姓名	plication.) 公司/機構名稱	職業	ties and working experience. W 聯絡電話	We may contact him/he <b>關係</b>
度取查核的結果: Candidates applying posts which undertake work relates to children or mentally incapacitated persons, please specify whether you agree to under Sexual Conviction Record Check" and allow us to access your check result.  □ 願意 Agree □ 不願意 Disagree  □ 不願意 Disagree  □ 人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。 Pertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render application being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	rring consideration of your ap 姓名	plication.) 公司/機構名稱	職業	ties and working experience. W 聯絡電話	We may contact him/h
度取查核的結果: Candidates applying posts which undertake work relates to children or mentally incapacitated persons, please specify whether you agree to under Sexual Conviction Record Check" and allow us to access your check result.  □ 願意 Agree □ 不願意 Disagree  □ 不願意 Disagree  □ 人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。 Pertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render application being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	rring consideration of your ap 姓名	plication.) 公司/機構名稱	職業	ties and working experience. W 聯絡電話	We may contact him/h
□ 願意 Agree □ 不願意 Disagree  □ 不願意 Disagree  □ 人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。  vertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render a plication being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	uring consideration of your ap 姓名	plication.) 公司/機構名稱	職業	ties and working experience. W 聯絡電話	We may contact him/he <b>關係</b>
工人證明上述填報資料真確無誤,並明瞭如虛報資料將會被會方取消資格或受僱後亦會被會方無需給予任何補償而即時解僱。 vertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render a plication being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	uring consideration of your ap 姓名 Name  凡申請從事兒童及精 獲取查核的結果: Candidates applying post	<b>公司/機構名稱</b> Name of Company/Organization  中上無行為能力人士有關工作的職位之求職等 s which undertake work relates to children or men	<b>職業</b> Occupation	ties and working experience. W <b>聯絡電話</b> Contact Phone No.   安受「性罪行定罪紀錄查/	Me may contact him/h Me Relationship  核」,並授權本會
vertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render plication being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	uring consideration of your ap 姓名 Name  凡申請從事兒童及精 獲取查核的結果: Candidates applying post	<b>公司/機構名稱</b> Name of Company/Organization  中上無行為能力人士有關工作的職位之求職等 s which undertake work relates to children or men	<b>職業</b> Occupation	ties and working experience. W <b>聯絡電話</b> Contact Phone No.   安受「性罪行定罪紀錄查/	Me may contact him/he Mac
vertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render plication being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	uring consideration of your ap <b>姓名</b> Name  凡申請從事兒童及精神 獲取查核的結果: Candidates applying post "Sexual Conviction Recon	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment d Check" and allow us to access your check result.	<b>職業</b> Occupation	ties and working experience. W <b>聯絡電話</b> Contact Phone No.   安受「性罪行定罪紀錄查/	Me may contact him/h Me Relationship  核」,並授權本會
vertify that the information provided in this application form is accurate, true and complete, and I understand that any misrepresentation may render plication being disqualified or my employment being dismissed immediately without compensation by the Agency even if employed.	Mering consideration of your apy 姓名 Name  凡申請從事兒童及精 獲取查核的結果: Candidates applying post "Sexual Conviction Recon	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment d Check" and allow us to access your check result.	<b>職業</b> Occupation	ties and working experience. W <b>聯絡電話</b> Contact Phone No.   安受「性罪行定罪紀錄查/	Me may contact him/he Mac
申請人簽署 Signature of Applicant: 日期 Date:	Mering consideration of your apy 姓名 Name  凡申請從事兒童及精 獲取查核的結果: Candidates applying post "Sexual Conviction Recon	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment d Check" and allow us to access your check result.	<b>職業</b> Occupation	ties and working experience. W <b>聯絡電話</b> Contact Phone No.   安受「性罪行定罪紀錄查/	Me may contact him/he Mac
	A La Marting consideration of your ap 姓名 Name  凡申請從事兒童及精 獲取查核的結果: Candidates applying post "Sexual Conviction Recor" 回願意 Agree □	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment of Check" and allow us to access your check result.  不願意 Disagree	職業 Occupation  B ,請註明是否願意持 ally incapacitated person al消資格或受僱後亦會 and complete, and I unde	W W W W W W W W W W W W W W W W W W W	Me may contact him/h Me Melationship   核」,並授權本會 ou agree to underg
	A La Marke  八申請從事兒童及精神獲取查核的結果: Candidates applying post "Sexual Conviction Recor 回願意 Agree 回版意 Agree 回版意思 Agree 可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment of Check" and allow us to access your check result. 不願意 Disagree  「真確無誤,並明瞭如虚報資料將會被會方取 n provided in this application form is accurate, true ed or my employment being dismissed immediately wi	職業 Occupation  a , 請註明是否願意持  ally incapacitated person  and complete, and I under  thout compensation by the	W	Me may contact him/ho Missing
	wing consideration of your ap 姓名 Name  凡申請從事兒童及精神獲取查核的結果: Candidates applying post "Sexual Conviction Recor" 回願意 Agree 回版意 Agree 回な人證明上述填報資料 certify that the informatio oplication being disqualification being disqualification	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment of Check" and allow us to access your check result. 不願意 Disagree  「真確無誤,並明瞭如虚報資料將會被會方取 n provided in this application form is accurate, true ed or my employment being dismissed immediately wi	職業 Occupation  a , 請註明是否願意持  ally incapacitated person  and complete, and I under  thout compensation by the	W	Me may contact him/h Me Melationship   核」,並授權本會 ou agree to underg
<del></del>	wing consideration of your ap 姓名 Name  凡申請從事兒童及精神 獲取查核的結果: Candidates applying post "Sexual Conviction Recor 回願意 Agree □  に人證明上述填報資料 certify that the informatio application being disqualification being disqualification	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment of Check" and allow us to access your check result. 不願意 Disagree  「真確無誤,並明瞭如虚報資料將會被會方取 n provided in this application form is accurate, true ed or my employment being dismissed immediately wi	職業 Occupation  a , 請註明是否願意持  ally incapacitated person  and complete, and I under  thout compensation by the	W	we may contact him/h
	A La Marke  八申請從事兒童及精神獲取查核的結果: Candidates applying post "Sexual Conviction Recor 回願意 Agree 回版意 Agree 回版意思 Agree 可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可能是可	公司/機構名稱 Name of Company/Organization  中上無行為能力人士有關工作的職位之求職 s which undertake work relates to children or ment of Check" and allow us to access your check result. 不願意 Disagree  「真確無誤,並明瞭如虚報資料將會被會方取 n provided in this application form is accurate, true ed or my employment being dismissed immediately wi	職業 Occupation  a , 請註明是否願意持  ally incapacitated person  and complete, and I under  thout compensation by the	W	Me may contact him/h Me Melationship   核」,並授權本會 ou agree to underg

\*請刪去不適用者 Please delete as appropriate 在適當方格內加图 Tick the appropriate box 🛭

HR-IN001-14-SL P. 2