**员工应聘登记表**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 应聘岗位 | |  | | | | | | | | | | 应聘单位 | | | | | | |  | | | | | | | | | | | 应聘日期 | | | | |  | |
| **个人情况** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 |  | | | | 性别 | | | |  | | | | | | | | 年龄 | | | | | |  | | | | | | | | | | 照片 | | | |
| 员工编号 | |  | | | 民族 | | | |  | | | | | | | | 籍贯 | | | | | |  | | | | | | | | | |
| 文化程度 | |  | | | | | | | | | | | | | | | 所学专业 | | | | | |  | | | | | | | | | |
| 毕业学校 | |  | | | | | | | | | | | | | | | 毕业时间 | | | | | |  | | | | | | | | | |
| 外语水平 | |  | | | | | | | | | | | | | | | | | | | | 计算机水平 | | | | | |  | | | | | | | | |
| 近三年年度考评等级 | | 2021年度： 2022年年度： 2023年年度： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 身份证 | |  | | | | | | | | | | | | | | | | | | | | 联系方式 | | | | | |  | | | | | | | | |
| 家庭地址 | |  | | | | | | | | | | | | | | | | | | | | E-mail | | | | | |  | | | | | | | | |
| 通讯地址 | |  | | | | | | | | | | | | | | | | | | | | 邮政编码 | | | | | |  | | | | | | | | |
| 配偶姓名 | |  | | | | 配偶工作单位及联系方式 | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
| 子女状况 | |  | | | | 姓名 | | | | |  | | | | | | | | | | | 性别 | | | | |  | | | | | 年龄 | | | |  |
| **教育背景** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 学校/学院/大学 | | | | | | 时间阶段 | | | | | | | | | | | | | | 主修专业（毕业/结业/肄业）及学位 | | | | | | | | | | | | | | | | |
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| **资格证书(含奖励证书、培训证书、从业证书、职称证书、其它证书)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 颁证机构 | | | | | | | | | | | 颁发日期 | | | | | | | | | | | | | | | 取得专业资格名称 | | | | | | | | | | |
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| **工作经历** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 单位  名称 | | | | 岗位  名称 | | | | 时间阶段 | | | | | | | | | | 本人直接上司职务 | | | | | | | 本人直接下属人数 | | | | 本人基本月薪标准 | | | | | 本人离职  具体原因 | | |
| 自 | | | | | 至 | | | | |
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| **主要工作业绩** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 工作单位 | | | 担任角色 | | | | 事项简述 | | | | | | | | | | | | | | 业绩突出亮点总结 | | | | | | | | | | 证明人 | | | | | |
|  | | |  | | | |  | | | | | | | | | | | | | |  | | | | | | | | | |  | | | | | |
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| **情况咨询** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 是否有长虹公司亲属 | | | | | | | 长虹公司内亲属基本情况 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | | | | | | | | | 单位 | | | | | | | | | | | | | | | 与本人关系 | | | | | |
|  | | | | | | | | |  | | | | | | | | | | | | | | |  | | | | | |
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| 是否由长虹公司员工推荐 | | | | | | | 长虹公司内主要推荐人的基本情况 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | | | | | | | | 单位 | | | | | | | | | | | | | | | | 与本人关系 | | | | | |
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| **紧急情况联系人** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | | |  | | | | | | | | | | | | | 工作单位 | | | | | | | |  | | | | | | | | | | | | |
| 与本人关系 | | |  | | | | | | | | | | | | | 联系方式 | | | | | | | |  | | | | | | | | | | | | |
| **待遇要求** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 最低月薪要求 | | |  | | | | | | | 其他 | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| **自我评价** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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★郑重声明：本人承诺上述资料真实可靠，若有任何不实之处，本人承担一切责任。

应聘人（签名）： 日期：