应聘信息登记表

**应聘岗位：**

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| **基本信息（必填）** | | | | | | | | | | | | | | | | | | | | | | |
| **姓待定名** |  | | **性待定别** | | |  | | | | **出生日期** | | | |  | | | | | | |  | |
| **籍 贯** |  | | **民待定族** | | |  | | | | **身份证号** | | | |  | | | | | | |
| **政治面貌** |  | | **健康状况** | | |  | | | | **职称** | | | |  | | | | | | |
| **生育状况** |  | | **婚姻状况** | | |  | | | | **技能/特长** | | | |  | | | | | | |
| **最高学历** |  | | **专 业** | | |  | | | | **毕业院校** | | | |  | | | | | | |
| **电子邮箱** |  | | | | | | | | | **手机号码** | | | |  | | | | | | |
| **户籍地址** |  | | | | | | | | | | | | | **紧急联系人姓名** | | | | | | |  | |
| **家庭地址** |  | | | | | | | | | | | | | **紧急联系人电话** | | | | | | |  | |
| **现居住地** |  | | | | | | | | | | | | |  | | | | | | |  | |
| **教育经历（从初中填起）** | | | | | | | | | | | | | | | | | | | | | | |
| **入学日期** | **毕业日期** | | | **毕业学校** | | | | | | | | | **专业** | | **学历** | | | **学位** | | | **学历取得方式** | |
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| **重点工作经历（不含实习经历）** 以下工作经历请填写最近一期工作经历，或与应聘岗位紧密相关的工作经历 | | | | | | | | | | | | | | | | | | | | | | |
| **起始日期** | **终止日期** | | | **工作单位** | | | | | | | | | **部门全称** | | | **职务/岗位** | | | | **证明人** | | **证明人电话** |
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| **工作职责** |  | | | | | | | | | | | | | | | | | | | | | |
| **税前年薪** |  | | | | | | | | **离职原因** | | |  | | | | | | | | | | |
| **其他工作经历（不含实习经历）** 时间段有断档默认为在家待业 | | | | | | | | | | | | | | | | | | | | | | |
| **起始日期** | **终止日期** | | | **工作单位** | | | | | | | | | **部门全称** | | | **职务/岗位** | | | | **证明人** | | **证明人电话** |
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| **社会活动及实践（应届生填写）** | | | | | | | | | | | | | | | | | | | | | | |
| **起始日期** | **终止日期** | | | **实习单位** | | | | | | | | | **实习内容** | | | | | | | **证明人** | | **证明人电话** |
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| **技能证书** | | | | | | | | | | | | | | | | | | | | | | |
| **种类** | | **等级** | | | **证书名称** | | | | | | **颁发机构** | | | | | | | | **获证时间** | | **证书编号** | |
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| **家庭成员** | | | | | | | | | | | | | | | | | | | | | | |
| **与本人关系** | | **家庭成员姓名** | | | | | | **工作单位及部门** | | | | | | | | | | | | | **职务** | |
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| **社会关系（应聘前已与湖南省建设项目投资管理有限责任公司在职员工之间存在的其他血亲、姻亲、同学、前同事等认识及熟知的社会关系，若没有，则填无）** | | | | | | | | | | | | | | | | | | | | | | |
| **与本人关系** | | **在职员工姓名** | | | | | | **所在部门** | | | | | | | | | | | | | **职务** | |
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| **身体状况（必填）** | | | | | | | | | | | | | | | | | | | | | | |
| 是否有工伤认定经历 □是□否 | | | | | | | 是否存在工伤鉴定等级 □是□否 | | | | | | | | | | 是否有精神病史 □是□否 | | | | | |
| 是否患有重大疾病 □是□否 | | | | | | | 是否有家族遗传病史 □是□否 | | | | | | | | | | 是否有缺陷、残疾 □是□否 | | | | | |
| 是否已有身孕 □是□否 | | | | | | | 是否有传染病史 □是□否 | | | | | | | | | | 是否从事有毒有害工种 □是□否 | | | | | |
| **其他信息（必填）** | | | | | | | | | | | | | | | | | | | | | | |
| 1.是否与其他企业签订保密、竞业限制或服务期协议 □是□否 | | | | | | | | | | | | | | | | | | | | | | |
| 2.是否与其他用人单位有未尽法律事宜 □是□否 | | | | | | | | | | | | | | | | | | | | | | |
| 3.是否有违法违纪行为或犯罪记录 □是□否 | | | | | | | | | | | | | | | | | | | | | | |
| 4.有无行政及党内处分 □是□否 | | | | | | | | | | | | | | | | | | | | | | |
| 5.是否能接受工作地点调整或频繁出差 □是□否 | | | | | | | | | | | | | | | | | | | | | | |
| 6.若不符应聘岗位要求，是否愿意接受其他岗位推荐 □是□否 | | | | | | | | | | | | | | | | | | | | | | |
| 7.期望年薪（税前） | | | | | | | | | | | | | | | | | | | | | | |
| 8.可到职日期 | | | | | | | | | | | | | | | | | | | | | | |
| 9.如有配偶，是否异地工作、长期分居 □是□否 | | | | | | | | | | | | | | | | | | | | | | |
| 110.五险一金参加情况 □已参加养老保险□已参加医疗保险□已参加失业保险□已参加住房公积金 □以上均未参加  原社保缴交地： | | | | | | | | | | | | | | | | | | | | | | |
| **声明及授权** | | | | | | | | | | | | | | | | | | | | | | |
| 1.兹声明本人以上所填写全部内容完全真实、准确详尽，所提供相关证书材料等均无虚假不实，并不存在任何隐瞒与伪造，更无遗漏之处，本人了解被雇用后，本人所提供的任何错误说明或者虚假信息都可成为被解雇的理由，并同意公司立即解除已签订的劳动合同且无任何经济补偿，本人同时承担相应法律责任。  2.兹声明本人同意授权湖南省建设项目投资管理有限责任公司对本人教育经历、工作经历、财务状况和其他信息进行雇前背景调查。  声明人： 日期： | | | | | | | | | | | | | | | | | | | | | | |
| **隐私保护条款：**公司承诺保护您的隐私权。隐私权是您的重要权利，向我们提供您的个人资料是基于对我们的信任，我们会以负责的态度对待您的个人资料。您在求职面试过程中会被要求提供一系列个人基本信息，如联系方式、教育经历、工作经历等等。我们将采取合理的措施尽最大可能保护您的个人资料。除非根据法律或政策的强制性规定，在未得到您的许可之前，我们不会把您的任何个人资料提供给与人力资源管理无关的第三方。 | | | | | | | | | | | | | | | | | | | | | | |