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（未婚者需填写父母，已婚者需填写配偶及父母，已育者需填写配偶、子女及父母，以及其它重要的亲属关系）** | | | | | | | | | | | | | | | | | | | | | | |
| **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（应聘前已与湖南省招标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招标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。 | | | | | | | | | | | | | | | | | | | | | | |

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| 学历证书： |
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