**中石化(香港)石油控股有限公司**

**Sinopec (Hong Kong) Petroleum Holding Company Limited**

**APPLICATION FOR EMPLOYMENT**

**應 聘 登 記 表**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Position Applied | 應聘職位 | : |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Expected Salary | 薪酬要求 | : |  | Date Available | 可上班日期 | : |  |

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| --- | --- | --- | --- | --- |
| I. Personal Particulars 個人資料 | | | | |
| Name 姓名 | (English 英文) | | (Chinese中文) | Photo  照片 |
| \*Gender 性別 | | \*Date of Birth 出生日期 | |
| \*Marital Status婚姻狀況 | | \*HKID No 香港身份證號碼 | |
| Residential Address住址 (English英文) | | | |
| Residential Address住址 (Chinese中文) | | | |
| Home Phone No. 住址電話 | | Mobile 手機 | |
| Email Address 電郵地址 | | | | |

*\* Optional 可選擇是否填寫*

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| II Academic Qualifications 學歷(start from the most recently obtained qualification 由最近所獲學歷開始填寫) | | | |
| School / University / Institute 院校 | Qualifications Attained 所獲學歷資格 | From (Yr)  由 (年份) | To (Yr)  至(年份) |
|  |  |  |  |
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| III. Employment Record 受僱紀錄(start from the most recent employment 由最近期之工作開始填寫) | | | | |
| Name of Organization 機構名稱 | Last Position Held 最後職位 | From由 | To 至 | Salary薪酬 |
| (m/y月/年) | (m/y月/年) |
| 1. |  |  |  |  |
| Reason for Leaving 離職原因: | | | | |
| Referee 諮詢人: Position職銜: Contact No 聯絡電話: | | | | |
| 2. |  |  |  |  |
| Reason for Leaving 離職原因: | | | | |
| Referee 諮詢人: Position職銜: Contact No 聯絡電話: | | | | |
| 3. |  |  |  |  |
| Reason for Leaving 離職原因: | | | | |
| Referee 諮詢人: Position職銜: Contact No 聯絡電話: | | | | |

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| IV. Supplementary Information 補充資料 |
| If you want to include other information which is relevant to your application, please provide below.  如你希望對是次職位申請作出其他資料補充, 可於此部份提供。 |

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| V. Declaration 聲明 |
| I declare that the information given above is true, correct and complete to the best of my knowledge. I understand that if I willfully provide false information or any misrepresentation, I shall be liable to immediate disqualification for appointment or summary dismissal if already employed by the Company. I hereby authorize the Company to make reference check from my previous employers regarding my employment record and job performance.  本人聲明在本申請表內所提供之資料在本人所認知範圍內俱屬真實、正確和完整。 本人明白若本人提供虛假或誤導資料, 本人將被取消錄用資格; 如本人已獲聘用, 亦可被即時解僱。 本人亦同意授權贵公司向本人之前僱主查考本人之過去受僱紀錄及工作表現。   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Signature of Applicant 申請人簽署 | : |  | Date 日期 | : |  | |

**TO WHOM IT MAY CONCERN:**

***Letter of Consent for Reference Check***

**I hereby authorize the Sinopec (Hong Kong) Petroleum Holding Company Limited**

**to obtain information relation to my work performance and employment record from my previous and present employers.**

**敬啓者：**

**查詢僱傭及個人評介資料同意書**

**本人現授權中石化(香港)石油控股有限公司，向本人的 前僱主 / 現僱主 索取本人的僱傭及個人評介資料。**

**Signature :**

**簽署**

**Name :**

**姓名**

**HKID No. :**

**身份證號碼**

**Date :**

**日期**