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| **应聘人员登记表** | | | | | | | | | | | | | | | | | | | | | | |
| 应聘岗位 | | |  | | | | | | | | | | | | | | | | | 照片 | | |
| **一、基本信息** | | | | | | | | | | | | | | | | | | | |
| 姓名 | | |  | | | | | | 性别 | | |  | | | 年龄 | | |  | |
| 户口所在地 | | |  | | | | | | 籍贯 | | |  | | | 民族 | | |  | |
| 政治面貌 | | |  | | | | | | | | | | | | 入党（团）时间 | | | | |  | | |
| 身份证号码 | | |  | | | | | | | | | | | | 婚姻状况 | | | | |  | | |
| 邮箱地址 | | |  | | | | | | | | | | | | 联系电话 | | | | |  | | |
| 现工作单位 | | |  | | | | | | | | | | | | 现 职 务 | | | | |  | | |
| 详细通讯地址 | | |  | | | | | | | | | | | | | | | | | | | |
| 职称/资格证 | | |  | | | | | | | | | | | | | | | | | | | |
| 最高学历/学位  毕业院校及专业 | | | 全日制教育 | | | | |  | | | | | | | | | | | | | | |
| 在职教育 | | | | |  | | | | | | | | | | | | | | |
| **二、教育情况（从高中起）** | | | | | | | | | | | | | | | | | | | | | | |
| 起止年月 | | 学校名称 | | | | | | | | | 专业名称 | | | | | 学历/学位 | | | | | | 证明人 |
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| **三、工作经历** | | | | | | | | | | | | | | | | | | | | | | |
| 工作单位1 | |  | | | | | | | | | | | | | | | | | | | | |
| 起止时间 | |  | | | | | | | | | 部门及岗位 | | | | |  | | | | | | |
| 主要  工作  业绩 | |  | | | | | | | | | | | | | | | | | | | | |
| 证明人 | |  | | | | 职务 | | | |  | | | | 关系 | | |  | | 联系方式 | |  | |
| 工作单位2 | |  | | | | | | | | | | | | | | | | | | | | |
| 起止时间 | |  | | | | | | | | | | | | 部门及岗位 | |  | | | | | | |
| 主要  工作  业绩 | |  | | | | | | | | | | | | | | | | | | | | |
| 证明人 | |  | | | | 职务 | | | |  | | | | 关系 | | |  | | 联系方式 | |  | |
| 工作单位3 | |  | | | | | | | | | | | | | | | | | | | | |
| 起止时间 | |  | | | | | | | | | | | | 部门及岗位 | |  | | | | | | |
| 主要  工作  业绩 | |  | | | | | | | | | | | | | | | | | | | | |
| 证明人 | |  | | | | 职务 | | | |  | | | | 关系 | | |  | | 联系方式 | |  | |
| **四、家庭情况（含父母、兄弟姐妹、配偶及子女）** | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | 性别 | | | 称谓 | | | 工作单位 | | | | | | | | | | | 职务 | | | 联系方式 | |
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| **五、求职意向** | | | | | | | | | | | | | | | | | | | | | | |
| 应聘岗位 | | | | | 是否服从同岗级调配 | | | | | | | | 薪资期望(年薪) | | | | | | | | | 可到职时间 |
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| **六、承诺** | | | | | | | | | | | | | | | | | | | | | | |
| 本人(填表人)承诺，以上真实准确完整。如与实际不符，公司将有权予以解聘。  填表人：  填表日期： | | | | | | | | | | | | | | | | | | | | | | |

填写说明：1.“证明人”一栏请填写最能证明您表现与能力的人士，本公司在必要时可能与他们联络，以进一步了解您的情况；

2.如果进入面试需进一步提供相关证明材料。

3.本表各栏目若不够填写,可自行加页。