**求职人员登记表**

填报日期： 求职岗位：

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 姓名 | |  | | | 性别 | | |  | | 年龄 |  | | 民族 | | |  | | | 婚否 | | □未婚 □已婚(子女数： ) | | | | | | | | 照 片 | | | | | |
| 国籍及籍贯 | |  | | | 户口所在地 | | | | |  | | | | | | | | | 身份证号(护照号) | | | | | | | |  | |
| 文化程度 | |  | | | 专业职称 | | | | |  | | | | 宗教信仰 | | | | |  | | | | | | | | 政治面貌 |  |
| 身高(cm) | |  | | | 体重(kg) | | | | |  | | 血型 | |  | | | QQ | |  | | | | | | | | 邮箱 |  |
| 深圳住址 | | □自有房 □租赁 具体地址： | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 联系电话 | |  | | | | | | 紧急联系人及电话 | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| 家庭主要成员 | 姓名 | | | 关系 | | | | 年龄 | | 文化程度 | | | | | 联系方式 | | | | | | | | | 工作单位 | | | | | | | | 职业 | | |
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| 教育  程度（可核实） | 就读院校 | | | | | | | | 学习形式  (全日制、函授、网络远程教育等) | | | | | | | | | | | | | 起止年月 | | | | | | 专业 | | | 学制 | | 学历 | |
|  | | | | | | | |  | | | | | | | | | | | | |  | | | | | |  | | |  | |  | |
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| 工作  经历  (可核实) | 单位名称 | | | | | | | | 任职岗位 | | 任职时间 | | | | | | | | | 薪资待遇  (月/年薪) | | | | 离职原因 | | | | | 人事部门/证明人联系方式 | | | | | |
|  | | | | | | | |  | |  | | | | | | | | |  | | | |  | | | | |  | | | | | |
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| 是否在职：□否 □是 任职单位： | | | | | | | | | | | | | | | | | | | | | | | 是否与上家任职单位签署了保密协议、竞业禁止协议或类似协议  □是(可提供协议复印件) □否 | | | | | | | | | | | |
| 计算机水平 | | |  | | | | 常用办公软件 | | | | □WORD □EXCEL □PPT | | | | | | | | | | | | | 懂何种外语及精通程度 | | | | | |  | | | | |
| 待遇要求(薪资及其它） | | | | | |  | | | | | | | | | | | | | | | | | | | 住房要求 | | | □公司宿舍 □自己有房 | | | | | | |
| 技术专长 | | |  | | | | | 业余爱好 | | |  | | | | | | | | | | | | | | | 健康状况(如有较大疾病需说明） | | | | | | | |  |
| 请简述您的性格特点及优缺点： | | | | | | | | | | | | | | | | | | 您对应聘职位的理解（主要职责及应具备的资格要求）： | | | | | | | | | | | | | | | | |
| 本人承诺并保证，本人已了解本登记表的全部含义，本人所填写及确认之信息是真实、准确和完整的，不存在任何虚假、误导性陈述或重大遗漏；本人对所填写及确认之信息的真实性、准确性、完整性承担全部责任。  签字： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 此栏由用人单位填写： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

QR-HR-02（C3）