附件2

**应聘人员登记表**

**应聘部门及职位： 填表日期： 年 月 日**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 姓名 |  | 性别 | |  | | 民族 | |  | | 婚否 |  | | |  | |
| 出生年月 |  | 年龄 | |  | | 身高 | |  | | 籍贯 |  | | |
| 政治面貌 |  | | | | | | 期望薪金 | | |  | | | |
| 户籍地址 |  | | | | | | 身份证号码 | | | | |  | | | |
| 现住址 |  | | | | | | 联系方式 | | | | |  | | | |
| 最高学历 |  | | 毕业学校 | | | |  | | | | | | | | |
| 毕业时间 |  | | 专业 | | | |  | | | 外语等级 | | | |  | |
| 职称 |  | | 个人特长 | | | |  | | | 计算机等级 | | | |  | |
| 受过何种培训 |  | | | | | | 资格证书 | | |  | | | | | |
| 培训机构 |  | | | | | | | | | | | | | | |
| 主要工作经历 | 公司名称 | | | | 职务 | | | | 起止时间 | | | | 离职原因 | | |
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|  | | | |  | | | |  | | | |  | | |
| 主要家庭成员 | 姓名 | | | | 与本人关系 | | | | 年龄 | | | | 职业 | | |
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| 你是本公司现有雇员亲属吗？请指明该员工姓名及隶属部门。 | | | | | | | | | | | | | 否□ | | 是□ |
| 你是否受过何种奖励或惩罚？ | | | | | | | | | | | | | 否□ | | 是□ |
| 若有请详述之： | | | | | | | | | | | | | | | |
| 应聘渠道：□人才市场 □互联网 □亲属介绍 □其他 | | | | | | | | | | | | | | | |
| 请简述你的性格特点和兴趣爱好： | | | | | | | | | | | | | | | |
| 除应聘职位外，你还适合何种工作： | | | | | | | | | | | | | | | |

所填信息仅作招聘参考用，本单位承诺保密。