



B 部 Section B 學歷 Academic Attainment

就學詳情 (按日期順序列出) Education (in chronological order)				
就讀日期 (月/ 年) Date (Month / Year)		曾經/現在就讀的學校、學院、大學等 Schools, Colleges, Universities, etc Attended/Attending	上課方式 全日或兼讀 Mode of Attendance Full-time or Part-time-	曾經/現在就讀級別 Class Attended / Attending
由 From	至 To			

學歷資格 請列出已獲取 / 將獲取的學歷詳情 (按日期順序列出)  
請夾附文憑 / 證書、其他學歷證明文件或修業成績表的副本。  
Academic Attainment Please provide details of academic qualifications obtained / to be obtained  
(in chronological order)  
Please attach copies of your diplomas / certificates, other qualification documents or transcripts of studies.

學院 / 頒發機構 (例如：香港考試及評核局) Issuing Authority (e.g. Hong Kong Examinations and Assessment Authority)	頒發日期 Date Issued	學歷 (例如：香港中學文憑考試) Qualifications (e.g. Hong Kong Diploma Secondary Education Examination)	合格科目及所達到的程度 (例如：成績等級、合格、良好、 學位等級、主修科目、副修科 目等) Subject Passed and Level Attained (e.g. Grade, Pass, Credit, Division, Major, Minor, etc.)

專業資格 (按日期順序列出) 夾附有關證書副本 Professional Qualifications (in chronological order) Please attach copies of relevant certificates.			
持有的專業資格 Professional Qualifications	頒發日期 Date Issued	頒發機構全名 Full Name of Issuing Authority	已達到/將達到的程度 Level Attained / to be Attained

**C 部 Section C 就業資料 Employment Record**

截止目前為止的全部就業詳情 (按日期順序列出) Full Employment Record to date (in chronological order)					
日期 (月/ 年) Date (Month / Year)		機構名稱 Name of Organization	全職/兼職 Full-time/ Part-time	職位 Position Held	工作性質 Nature of Work
由 From	至 To				
			全職工作年數 Total Full-time Employment (Year) _____		

D 部 Section D 諮詢人 REFERENCES

諮詢人姓名 Name of Referee	職業 Occupation	聯絡地址 Correspondence Address	電話 Telephone Number

E 部 Section E 現職 / Details of Current / Last Employment

現職 / 近職之每月基本薪金 Current / Last Monthly Salary 港幣 / HK \$ _____	增薪月份 (如適用者) Next Incremental Month (if applicable) _____	要求每月薪金 Expected Monthly Salary 港幣 / HK \$ _____	
其他固定薪酬 Other Fixed Compensation	_____		
其他 (請註明) Other (Please specific)	_____		
現職離職通知期 Notice Period Required for Resignation	_____	最早履職日期 Date Available for Assumption of duty	_____

聲明

Declaration

本人明白倘若故意在填寫申請書時虛報資料或隱瞞重要事實，或未有在申請書內提供資料已作更改後通知南葵涌社會服務處，可令本人喪失獲南葵涌社會服務處錄用的資格；即使已獲南葵涌社會服務處錄用，亦可遭終止聘用。

I understand that if I willfully give any false information or withhold any material information in this application form, or fail to notify the South Kwai Chung Social Service any subsequent change of information provided, it will render me liable to disqualification for employment by the South Kwai Chung Social Service or termination of employment, if already employed by South Kwai Chung Social Service.

本人同意南葵涌社會服務處可就進行與招聘工作以及僱用有關的事宜，及為核實上述資料而進行必要的查詢。本人授權政府所有部門及其他組織或機構可就這些查詢，透露任何有關的記錄及資料(其中包括：在提出聘任前，向本人的現時及/或前僱主及/或諮詢人索取推薦書；向有關當局/機構/醫護人員索取本人的體格檢查報告、醫事委員會報告或診療記錄，並將有關資料送交其他當局/機構/醫護人員；以及向有關院校/機構查詢本人的學術/專業資格和索取有關記錄，並將有關資料送交其他當局/機構進行學歷評審)。

I consent to South Kwai Chung Social Service making any necessary enquiries for purposes relating to recruitment by and employment with the South Kwai Chung Social Service and for the verification of the information given above. I authorize all government departments and other organizations or agencies to release any record or information as may be required for these enquiries (including, inter alia, obtaining a reference from my current and/or previous employers(s) and/or referees before offer of appointment; obtaining my medical examination reports, medical board reports or medical records from relevant authorities/agencies/medical personnel and transferring of such data to other authorities/agencies/medical personnel; and making enquiries from relevant institutions/agencies regarding my academic/professional qualifications and obtaining relevant records and transferring of such data to other authorities/agencies for qualifications assessment.)

本人明白並同意，如有需要，上述資料會送交獲授權處理有關資料的政府部門及其他組織或機構，用以進行與南葵涌社會服務處招聘工作及僱用有關的事宜，例如學歷評審、體格檢查、僱主推薦及操守審查等。

I understand and accept that the information given above will be provided to government departments and other organizations or agencies authorized to process the information for purposes relating to recruitment by and employment with South Kwai Chung Social Service e.g. qualifications assessment, medical examination, employer reference and integrity checking, etc. as may be necessary.

簽署 Signature\_\_\_\_\_ 姓名 Name\_\_\_\_\_ 日期 Date\_\_\_\_\_

- 完 END