**应聘人员登记表**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **个人基本资料** | | | | | | | | | | | | | | | | | | | | |
| 姓名： | | | | | | | 性别： | | | | | 出生年月： 年 月 | | | | | | | (照片) | |
| 民族： | | | | | | | 籍贯： | | | | | 出生地： | | | | | | |
| 政治面貌： | | | | | | | 入党时间： 年 月 | | | | | 婚姻状况： | | | | | | |
| 职称： | | | | | | | 专业资质： | | | | | | | | | | | |
| 全日制学历/学位： | | | | | | | 毕业院校（系）及专业： | | | | | | | | | | | |
| 在职学历/学位： | | | | | | | 毕业院校（系）及专业： | | | | | | | | | | | |
| 参加工作时间 年 月 | | | | | | | 最近任职单位及职位： | | | | | | | | | | | | | |
| 目前收入（税后）： 元/年 | | | | | | | 期望收入（税后）： 元/年 | | | | | | | | | | | | | |
| 联系电话： 手机： E-mail：  现居住地址： 邮编：  户籍所在地： 身份证号码： | | | | | | | | | | | | | | | | | | | | |
| **工作履历（按先后顺序列出）** | | | | | | | | | | | | | | | | | | | | |
| 起止日期 | | | | | 单位名称 | | | | 职位 | | 所属行业 | | | | 证明人 | | 联系电话 | | | 离职原因 |
|  |  | | | |  | | | |  | |  | | | |  | |  | | |  |
|  |  | | | |  | | | |  | |  | | | |  | |  | | |  |
|  |  | | | |  | | | |  | |  | | | |  | |  | | |  |
|  |  | | | |  | | | |  | |  | | | |  | |  | | |  |
|  |  | | | |  | | | |  | |  | | | |  | |  | | |  |
|  |  | | | |  | | | |  | |  | | | |  | |  | | |  |
| **教育情况（从高中起，按先后顺序列出）** | | | | | | | | | | | | | | | | | | | | |
| 起止日期 | | | | | 毕业院校（系）及专业 | | | | | | | | | 学历、学位 | | | | 全日制/在职 | | |
|  |  | | | |  | | | | | | | | |  | | | |  | | |
|  |  | | | |  | | | | | | | | |  | | | |  | | |
|  |  | | | |  | | | | | | | | |  | | | |  | | |
|  |  | | | |  | | | | | | | | |  | | | |  | | |
| **专业资格** | | | | | | | | | | | | | | | | | | | | |
| 职称/专业资质 | | | | | | | | 取得时间 | | | | | | | | 颁证机构 | | | | |
|  | | | | | | | |  | | | | | | | |  | | | | |
|  | | | | | | | |  | | | | | | | |  | | | | |
| **受过何种培训** | | | | | | | | | | | | | | | | | | | | |
| 培训内容 | | | | | | | | 培训时间 | | | | | | | | 培训机构 | | | | |
|  | | | | | | | |  | | | | | | | |  | | | | |
|  | | | | | | | |  | | | | | | | |  | | | | |
|  | | | | | | | |  | | | | | | | |  | | | | |
|  | | | | | | | |  | | | | | | | |  | | | | |
|  | | | | | | | |  | | | | | | | |  | | | | |
| **家庭主要成员及重要社会关系** | | | | | | | | | | | | | | | | | | | | |
| 称谓 | | 姓名 | | | | 年龄 | | | | 政治面貌 | | | 工作单位及职务 | | | | | | | |
|  | |  | | | |  | | | |  | | |  | | | | | | | |
|  | |  | | | |  | | | |  | | |  | | | | | | | |
|  | |  | | | |  | | | |  | | |  | | | | | | | |
|  | |  | | | |  | | | |  | | |  | | | | | | | |
|  | |  | | | |  | | | |  | | |  | | | | | | | |
| **奖惩情况** | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | |
| **特长及爱好** | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | |
| **个人健康情况** | | | | | | | | | | | | | | | | | | | | |
| 身高 CM  体重 公斤 | | | 视力：良好（ ）/近视（）度/散光（ ）  疾病：无（ ）/慢性病（ ）/传染病 | | | | | | | | | | | | | 缺陷：无（ ）/有（ ）  其它： | | | | |
| **个人收入情况** | | | | | | | | | | | | | | | | | | | | |
| 目前收入构成：基本工资： 元/年；奖金： 元/年；其他福利： 元/年 | | | | | | | | | | | | | | | | | | | | |
| **其他** | | | | | | | | | | | | | | | | | | | | |
| 到岗时间 | | | | □随时 □一周内 □两周内 □一月内 □不确定 □其他： | | | | | | | | | | | | | | | | |
| 紧急联系人资料  关系： 姓名： 电话： 地址： 邮编： | | | | | | | | | | | | | | | | | | | | |
| **应聘承诺** | | | | | | | | | | | | | | | | | | | | |
| 本人经慎重考虑,申请加入贵公司。  本人申明保证以上信息的准确性，如被录用后经查不实，本人同意作为被解聘的理由。  本人将提供与最近一家任职单位解除劳动合同的证明。  **日 期：** 年 月 日  **签 名：** | | | | | | | | | | | | | | | | | | | | |