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| 姓 名 | | |  | | 性 别 | | |  | | 年 龄 | | |  | | | | 民 族 | | | | |  |  | |
| 政治面貌 | | |  | | 健康状况 | | |  | | 参工时间 | | |  | | | | 户籍性质 | | | | |  |
| 籍 贯 | | |  | | 婚姻状况 | | |  | | 身份证号 | | |  | | | | | | | | | |
| 最高学历 | | |  | | 专 业 | | |  | | 毕业院校 | | |  | | | | | 职 称 | | |  | |
| 移 动 电 话 | | | | |  | | | | | 邮 箱 | | |  | | | | | | | | | |
| 现家庭(居住)详细地址 | | | | |  | | | | | | | | | | 报名岗位 | | | |  | | | |
| 工作  经历 | 起止时间 | | | | 公 司 名 称 | | | | | | | | | | | 职位(工作内容) | | | | | | | 证明人 | |
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| 教育 经历 | 起止时间 | | | | 学 校 名 称 | | | | | | | | | | | 专 业 | | | | | | | 证明人 | |
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| 家庭 成员 | 姓 名 | | | 称 谓 | 工作单位 | | | | | | | | | | | 职务 | | | | | | | 联系电话 | |
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| 普通话 | | | | □ 精通 □ 可应付 □ 略谙 □ 不谙 | | | | | | | | | | | | 能否加班 | | | | | | | □ 能 □ 否 | |
| 计算机 | | | | □ 精通 □ 可应付 □ 略谙 □ 不谙 | | | | | | | | | | | | 能否出差 | | | | | | | □ 能 □ 否 | |
| 驾驶执照 | | | | □ A 类 □ B 类 □ C类 □ 无 | | | | | | | | | | | | 实际驾龄 | | | | | | | 年 | |
| 从何处了解我公司 | | | | | 网络 □广告 □报刊 □朋友 □职介中心 □业务接触 □其他 | | | | | | | | | | | | | | | | | | | |
| 应聘职位 | |  | | | | 薪金要求 | | |  | | | 是否自愿加入公司工会 | | □ 能 □ 否 | | | | | | 能否接受调配应聘岗位 | | | | □ 能 □ 否 |
| 自我评价（专业特长、领导组织、语言文字、公共关系、外语能力等）： | | | | | | | | | | | | | | | | | | | | | | | | |
| 是否有亲属在本公司任职 | | | | | | | □ 是 □ 否 | | | | 姓 名 | | |  | | | | | | | 关 系 | | |  |
| 紧急事故通知人(配偶除外) | | | | | | |  | | | | 关 系 | | |  | | | | | | | 电 话 | | |  |
| 本人对上述信息的真实性负责，如有虚假，愿接受公司解除职务之处罚。    填表人（签名）： 日期： | | | | | | | | | | | | | | | | | | | | | | | | |

**应 聘 人 员 登 记 表**

填表日期： 年 月 日