**深圳墨尔本生命健康工程特色学院筹备办公室**

**应聘人员简历表**

**编号： 填表日期：2017年 月 日**

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| **姓名** |  | | **性别** | |  | | **出生年月** | |  | | | **贴相片** | |
| **民族** |  | | **籍贯** | |  | | **婚 否** | |  | | |
| **出生地** |  | | | | | | **参加工作时间** | |  | | |
| **专业** | | |  | | | | **联系电话** | |  | | |
| **最高学历** | | |  | | | | **邮箱** | |  | | |
| **最高学位** | | |  | | | **职称** | |  | | **职务** |  | | |
| **通信地址** | | |  | | | | | | | | | | |
| **现住址** | | |  | | | | | | | | | | |
| **身份证号码** | | |  | | | | | | | | | | |
| **外语能力**  **及**  **翻译经验** | | **（通过各种外语资格或等级考试证书情况，外语读、写、听、说和专业翻译能力，可加页）** | | | | | | | | | | | |
| **有何专业技术**  **资格证书** | | **（如外语证书、计算机等级考试等相关资格证书情况）** | | | | | | | | | | | |
| **有何特长**  **及奖惩记录** | |  | | | | | | | | | | | |
| **情 况（从高中起）**  **学历教育** | | **起止年月** | | **毕 业 院 校** | | | | | **专业** | | | | **学位** |
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| **情 况**  **非学历教育** | | **起止年月** | | **学校** | | | | | **学 习 内 容** | | | | **取得何种证书** |
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| **主**  **要**  **工**  **作**  **经**  **历** | | **起止年月** | | **在何地、何单位从事何工作** | | | | | | | | | **任何职务** |
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| **个 人 陈 述** | | **（不少于500字，需手写）** | | | | | | | | | | | |
| **审核意见** | |  | | | | | | | | | | | |
| **批准意见** | |  | | | | | | | | | | | |

填表人签名：

说明：

简历表须填写并需提交以下材料：

1.大一寸近期彩色免冠照片

2.毕业证书、学位证书、计算机能力、外语能力证书复印件。

3.各类专业技术资格证书原件复印件

4.非学历教育（各类培训、进修）证书复印件

5纸张不够可加栏、加页