**员工应聘登记表**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 填表日期 | | | | 年  月 日 | | | | | | | 应聘职位 | | | | | | | |  | | | | | | | | | 可到岗日期 | | | | | 年  月 日 | | | | | 期望薪资（税前） | | | |  | | | |
| 请确保所述资料的真实性，如有发现伪造、欺骗行为，公司有权单方面据此无条件辞退该员工。 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **一般情况** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓 名 | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | 性别 | | | | |  | | | | | 身高 | | |  | |
| 出生日期 | | |  | | | | | | | | 籍贯 | | | | | | | | | | |  | | | | | | | | | 民族 | | | | |  | | | | | | | | | |
| 血型 | | |  | | | | | | | | 目前状态 | | | | | | | | | | | （在职/离职） | | | | | | | | | 最高学历 | | | | |  | | | | | 最高学位 | | | |  |
| 户籍地址 | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | 政治面貌 | | | | |  | | | | | | | | | |
| 居住地址 | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | 婚姻状况 | | | | | （单身/已婚/离异) | | | | | | | | | |
| 期货或证券从业资格 | | |  | | | | | | | | | | | 职称 | | | | | | | | | |  | | | | | | | 手机号码 | | | | |  | | | | | | | | | |
| 身份证号码 | | |  | | |  |  | |  |  | |  | |  |  |  |  | | |  |  | | |  |  |  |  | |  |  | 电子邮箱地址 | | | | |  | | | | | | | | | |
| **教育程度** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 自 | | | | 到 | | | | | | | | | 学历 | | | | | | | | | | 学校名称 | | | | | | | | | | | | | | 专业 | | | | | | | | |
| 年 | | 月 | | 年 | | | | 月 | | | | |
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| **技 能 与 特 长：** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **任职记录 (**证明人及其联系方式，要求为直接上级或人力资源部人员，我们可能会据此进行背景调查) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 自 | | | | | 到 | | | | | | | | 职位 | | | | | 公司名称 | | | | | | | | | | | | | | 薪资（税前） | | | 离职原因 | | | | | 证明人 | | | 联系电话 | | |
| 年 | 月 | | | | 年 | | | 月 | | | | |
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| **详 述 工 作 经 验(请 说 明 工 作 中 最 熟 悉 的 部 分):** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **家庭成员** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | | | | 与本人关系 | | | | | | | | | 公司名称 | | | | | | | | | | | | | | | | | | | | | 所任职务 | | | | | 联系电话 | | | | | | |
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|  | | | |  | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |  | | | | |  | | | | | | |
| 宣言：本人在该登记表中所填写的一切信息均属实且准确；如有隐瞒或虚报，经公司核实查证后，以此作为录用以后不符合录用条件的依据，自愿接受解雇处分并无经济补偿金或赔偿金；本人愿意接受新纪元期货股份有限公司调查上述信息的真实性。  确认签名：\_\_\_\_\_\_\_\_\_\_\_\_\_ 日期：\_\_\_\_\_\_\_\_年\_\_\_\_\_\_月\_\_\_\_\_\_日 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**应聘人姓名：**

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| **感谢您向我们补充了一些您的基本信息，接下来请您简要回答以下的问题，这些问题对于我们的面谈很重要，请您耐心作答。谢谢！** | |
| **我们的问题** | **您的回答** |
| 1. 您是从什么渠道了解到我们的招聘信息？   （朋友推荐；公司网站；哪个招聘网站等…） |  |
| 1. 在应聘之前，您听说过我们公司吗？从何种渠道？ |  |
| 3、您对我们公司的印象怎样？  （包括规模、特点、竞争地位等…） |  |
| 4、您认为您应聘的职位涉及到哪些方面的工作？ |  |
| 5、您为什么想应聘工作？ |  |
| 6、为什么您觉得自己可以胜任您应聘的这份工作？ |  |
| 7、您认为对您的工作有激励作用的因素有哪些？ |  |
| 8、您的目前（或上一份）工作的职责是什么？ |  |
| 9、您的目前（或上一份）工作的主要工作成绩是什么？ |  |
| 10、您对您目前（或上一份）工作满意的地方在哪里？ |  |
| 11、您对您目前（或上一份）工作不满意的地方在哪里？ |  |
| 12、您为什么要辞去目前（或上一份）工作？ |  |
| 13、您目前（或上一份）的薪资结构是如何的？（如基本工资，补贴，绩效奖金，提成等）平均月收入是多少？ |  |
| 14、请简单描述您性格中的优点？ |  |
| 15、请简单描述您性格中的缺点？ |  |
| 16、您如何安排您工作以外的时间？ |  |
| 17、请简要介绍一下您的家庭情况？ |  |