**面试登记表**

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| **基　本　信　息** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 中文姓名 |  | | | | | | | | 性　　别 | | |  | | | | | 出生日期 | | | | | | | |  | | | | | | |  | | | |
| 外文姓名 |  | | | | | | | | 国　　籍 | | |  | | | | | 婚姻状况 | | | | | | | | □未婚　□已婚 | | | | | | |
| 民　　族 |  | | | | | | | | 政治面貌 | | | □中共党员 □共青团员 □无党派人士 \_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | |
| 户籍地址 |  | | | | | | | | | | | | | | | | | 户籍类别 | | | □农业 □非农业 | | | | | | | | | | |
| 现 住 址 |  | | | | | | | | | | | | | | | | | 邮政编码 | | |  | | | | | | | | | | |
| 专业职称 |  | | | | | | | | | 专业职称级别 | | | | □正高级 □副高级 □中级 □助理级 □员级 | | | | | | | | | | | | | | | | | |
| 身　　高 | | | | | CM（厘米） | | | | | | 体　　重 | | | | KG（公斤） | | | | | | | | | | | 血　　型 | | | | |  | | | | |
| 最高学历 | □研究生 □本科 □大专 □高中 □中专 □职高 □技校 □初中 | | | | | | | | | | | | | | | | | | | | | | | 学习方式 | | | | □全日制 □业余时间 □脱产 | | | | | | | |
| 教育类型 | □普通 □自考 □电大 □函授 □成人 □远程 □开放教育 □中等教育 □义务教育 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 学习年限 | | | | | 年 |
| 证件种类 | | □身份证　□护　照　□军人证　□学生证 | | | | | | | | | | | | | | | | | 证件号码 | | | |  | | | | | | | | | | | | |
| 联系方式 | | | | 住宅电话： | | | | | | | | | | 移动电话： | | | | | | | | | | | | | | QQ号： | | | | | | | |
| MSN： | | | | | | | | | | | | | | | | 电子邮箱： | | | | | | | | | | | | | | | |
| 紧急时可联络的亲友 | | | | | | 姓名： | | | | | | | 关系/称谓： | | | | | | | | | 电话/手机： | | | | | | | | | | | | | |
| **教　育　经　历** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 入学时间  （年/月） | | | 毕业时间  （年/月） | | | | | 院　　校　　名　　称  （从最高学历起，到中学止） | | | | | | | | | | | | | | | | | 主修专业 | | | | | | | | 学　位 | | |
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| **工　作　经　历** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 入职时间  （年/月） | | | 离职时间  （年/月） | | | | | 公　　司　　名　　称  （从最近工作经历写起，按时间倒序） | | | | | | | | | | | | | | | | | | | 职　务 | | | | | | | 薪　酬 | |
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| **培　训　经　历** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 培训起止时间 | | | | | | | 培训课程 | | | | | | | | | 培训单位/机构 | | | | | | | | | | | | | 资格证书 | | | | | | |
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| **技　能　情　况** | | | | | | | | | | | | | | | | | | |
| 语言能力 | 主修外语语种： | | | | | | 水平：　□精通　□熟练　□良好　□一般 | | | | | | | 获得证书： | | | | |
| 第二外语语种： | | | | | | 水平：　□精通　□熟练　□良好　□一般 | | | | | | | 获得证书： | | | | |
| 其它语言及水平： | | | | | | | | | | | | | | | | | |
| 计算机  操作能力 | 中文打字速度：　　字/分 | | | | | | | | | 韩文打字速度：　　字/分 | | | | | | 英文打字速度：　　字/分 | | |
| Word： | | | □精通　□熟练　□良好　□一般 | | | | | | | | PowerPoint： | | □精通　□熟练　□良好　□一般 | | | | |
| Excel： | | | □精通　□熟练　□良好　□一般 | | | | | | | | Access： | | □精通　□熟练　□良好　□一般 | | | | |
| 其它计算机技能：（请详述之） | | | | | | | | | | | | | | | | | |
| 是否拥有驾照：　□是　□否 | | | | | | | | 驾　龄： | | | | | 驾照类型： | | | | | |
| **家　庭　情　况** | | | | | | | | | | | | | | | | | | |
| 姓　　名 | | 关　系 | | | 出生日期 | | | | 工作单位 | | | | | | | | 职　　务 | 是否受供养 |
|  | |  | | |  | | | |  | | | | | | | |  | □是　□否 |
|  | |  | | |  | | | |  | | | | | | | |  | □是　□否 |
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|  | |  | | |  | | | |  | | | | | | | |  | □是　□否 |
| **社　会　保　险　状　况** | | | | | | | | | | | | | | | | | | |
| 参保项目 | | | 是否参保 | | | 个人账号 | | | | | 最后缴存月份 | | | | 参保单位 | | | |
| 沈阳市养老保险 | | | □是　□否 | | |  | | | | | 年　　月 | | | |  | | | |
| 沈阳市医疗保险 | | | □是　□否 | | |  | | | | | 年　　月 | | | |  | | | |
| 沈阳市住房公积金 | | | □是　□否 | | |  | | | | | 年　　月 | | | |  | | | |
| **入　职　前　就　业　情　况** | | | | | | | | | | | | | | | | | | |
| 初次就业 | | | □应届毕业生（毕业不超过一年）　□往届毕业生（毕业超过一年）　□退伍军人 | | | | | | | | | | | | | | | |
| 再次就业 | | | □近期离职人员（离职未到三个月）　□失业人员（离职超过三个月）  □保留劳动关系人员（原单位保留劳动关系并继续给缴纳社会保险）　□退休人员 | | | | | | | | | | | | | | | |
| **特　长　与　爱　好** | | | | | | | | | | | | | | | | | | |
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签　名：

日　期：