招聘人员登记表

**应聘岗位： 填表时间：** 年 月 日

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| **姓名** | |  | | **性别** | |  | | **年龄** |  | | 2 寸照片 | |
| **民族** | |  | | **籍贯** | |  | | **政治面貌** |  | |
| **学历** | |  | | **学位** | |  | | **期望年薪**  **（税前）** |  | |
| **婚姻状况** | |  | | **身份证号码** | |  | | | | |
| **职称** | | | |  | | | | **健康状况** |  | | | |
| **职（执）业资格证** | | | |  | | | | **联系电话** |  | | | |
| **家庭住址** | | | |  | | | | | | | | |
| **户口所在地** | | | |  | | | | | | | | |
| **教育背景**  **（ 从 高 中 起 写 至 最 高 学 历）** | **起止时间** | | | **毕业院校** | | | | **专业** | | **是否全日制** | | **学历/学位** |
|  | | |  | | | |  | |  | |  |
|  | | |  | | | |  | |  | |  |
| **家庭成员及状况** | | | **姓名** | | **关系** | | **年龄** | **工作单位及职务** | | | | |
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| **要求连续记录至应聘当月，由今及往，不得中断；如失业超过 3 个月，请作为一项经历填写** | | | | | | | | | | | | |

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| **工作经历描述** | **起止时间** | **工作单位** | **部门** | **岗位** | **年薪** | **直接领导** | **联系电话** |
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| **工作职责/参与项目及工作业绩详述** |  | | | | | |
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| **工作职责/参与项目及工作业绩详述** |  | | | | | |
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| **工作职责/参与项目及工作业绩详述** |  | | | | | |
| **奖惩情况及各类证书明细：** | | | | | | | |
| **本人声明：上述填写内容真实完整。如有不实，本人愿意承担一切法律责任。**  **本人签名：** | | | | | | | |

备注：表格内容必须填写齐全，填写时字迹必须清楚工整，切勿潦草。