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| **应聘人员简历表** | | | | | | | | | | | | | | | | | | | | | |
| **姓 名：** | | | |  | | | | | | | | | | | | | | | | | |
| **应聘岗位：** | | | |  | | | | | | | | | | | | | | | | | |
| **本简历表共分九张表格，现将有关填表要求说明如下：**   1. 每项必须认真填写，所有项目不能为空，若无某项信息则用“——”表示； 2. 表内所列项目，均应按要求实事求是填写； 3. 字体要求为小4号宋体； 4. 表二家庭主要成员情况，填列父母、配偶、子女情况； 5. 表三教育与培训自高中开始填写； 6. 表五主要工作业绩简述限500字以内。 7. 本简历表填写后，请附上一张两寸证件照（电子版），发送至 hr@zjfae.com 邮箱； | | | | | | | | | | | | | | | | | | | | | |
| **基本情况**  **表一** | | | | | | | | | | | | | | | | | | | | | |
| 姓 名： | | |  | | | | | | | 性 别： | | |  | | | | |  | | | |
| 身份证号： | | |  | | | | | | | 护照号码： | | |  | | | | |
| 身 高： | | |  | | | | | | | 体 重： | | |  | | | | |
| 出生年月： | | |  | | | | | | | 民 族： | | |  | | | | |
| 政治面貌： | | |  | | | | | | | 婚姻状况： | | |  | | | | |
| 户口所在地： | | |  | | | | | | | 籍 贯： | | |  | | | | |
| 出生地： | | |  | | | | | | | 户籍性质： | | |  | | | | | | | | |
| 最高学历（位） | | |  | | | | | | | 毕业时间 | | |  | | | | | | | | |
| 全日制学（位） | | |  | | | | | | | 毕业时间 | | |  | | | | | | | | |
| 参加工作时间 | | |  | | | | | | | E-mail | | |  | | | | | | | | |
| 移动电话 | | |  | | | | | | | 通信地址 | | |  | | | | | | | | |
| 个性描述 | | |  | | | | | | | | | | | | | | | | | | |
| 特长与爱好 | | |  | | | | | | | | | | | | | | | | | | |
| **家庭及紧急联系人成员情况**  **表二** | | | | | | | | | | | | | | | | | | | | | |
| 与本人关系 | 姓名 | | | | | | 年龄 | 工作单位及职务 | | | | | | | 联系方式 | | | | | 在职（退休、其他） | |
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| **教育与培训**  **表三 （从高中开始填写，另附大学成绩单）** | | | | | | | | | | | | | | | | | | | | | |
| 起止时间 | | 学校 | | | | | | | 专业 | | 学历 | | | 学位 | | | 毕业（结业、肄业） | | | | 校内职务 |
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| **工作经历**  **表四** | | | | | | | | | | | | | | | | | | | | | |
| 起止时间 | | | | | 单位名称 | | | | | | | 岗位 | | | | 证明人 | | | 联系电话 | | |
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| **主要工作业绩**  **表五** | | | | | | | | | | | | | | | | | | | | | |
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| **奖励（荣誉）与处分情况**  **表六** | | | | | | | | | | | | | | | | | | | | | |
| 时间 | | | | | 内容 | | | | | | | | | | | | | | | | |
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| **学术成果、文章发表情况**  **表七** | | | | | | | | | | | | | | | | | | | | | |
| 时间 | | | | | | 名称 | | | | | | | | | | | | | | | |
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| **主要社会资源情况**  **表八** | | | | | | | | | | | | | | | | | | | | | |
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| **应聘原由及其他需要说明情况**  **表九** | | | | | | | | | | | | | | | | | | | | | |
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| 本人声明：本人保证以上表格所填全部信息真实、准确，如有虚假或隐瞒，本人知晓公司有权作出警告、处分、直至单方面解除劳动合同关系的处理，并愿意承担由此相关责任。  声明人：  年 月 日 | | | | | | | | | | | | | | | | | | | | | |