

CONFIDENTIAL 機密

Application Form for Instructing Staff 授藝職位申請表格

Form No. HR-06 Rev F 28-Sep-18

Personal Information Collection Statement Pertaining to Recruitment

The personal date collected in this application form will be used by the Construction Industry Council to assess your suitability to assume the job duties of the position for which you have applied. All personal data on the application form are regarded as material for selection purposes. Failure to provide these data may influence the processing and outcome of your application. It is our policy to retain the personal data of applicants for future recruitment purposes for two years. When there are vacancies in our other departments during that period, we may transfer your application to them for consideration of employment. Under the Personal Data (Privacy) Ordinance, you have a right to request access to, and to request correction of your personal data in relation to your application. If you wish to exercise these rights, please complete our "Personal Data Access Form" and forward it to our Human Resources Department.

《招聘方面的收集個人資料聲明》

建造業議會會將本申請表所收集的個人資料,使用於評估你是否適合擔任所申請的職位。 申請表中所有項目是挑選合適入選者所必須考慮的資料。求職者如不提供此等資料,會對申請的處理及結果有所影響。 建造業議會的政策是為日後的招聘活動保留求職者的個人資料兩年。如建造業議會屬下的部門在此期間出現職位空缺,建造業議會或會將你的申請轉交有關部門考慮。 根據《個人資料〔私隱〕條例》,你有權要求查閱及改正申請表上所填報的個人資料。如你欲行使這項權利,請填妥建造業議會的《查閱資料要求表格》,交回人力資源部辦理。

1.	Position Applied 申請職位					編號 No.:				
	□ Supervising Instructor 主任導師 □ Instructor's Assistant 導師助理		structor 導 eneral Wo	工人						
2.	Employment Type 職位類別	□F	ull-time 全 [[]		□ Part-time 兼職					
3.	Please select the Trade 請選擇工	種								
	□ Aluminium Window Installation 窗□ Bar Bending 紮鐵□ Bricklaying, Plastering & Tiling 派□ Concreting 混凝土□ Curtain Walls 幕牆□ Drainlaying 地渠□ False Work Erection 臨時支架裝□ Joinery 細木□ Marble Laying 雲石	□ Metal Scaffolding 金屬棚架 □ Metal Work 金工 □ Plumbing & Pipe-Fitting 水喉 □ Surveying & Levelling 測量及平水 □ Timber Formwork 釘板 □ Truck-mounted Crane 貨車吊機 □ Vocational Cantonese for Construction 建造業職業廣東話 □ Welding 焊接 □ Others 其他								
4.	12.18 = 271 b= 127 = 24.18 A = 15.75 A = 17									
	□ CIC Training Centre 議會訓練中 □ HK Headline 頭條日報 □ Trainees Alumni Association 畢 □ Others 其他:		Departme	□ easyJob 建工易 □ Referral 轉介 □ Workers Registra	易 stration Office 工人註冊處 					
5.	Full Name(English)姓名(英文) (Chinese 中文)									
6.	Residential Address(English)住址(英文)									
7.	7. Correspondence Address(English)通訊地址(英文)									
8.	Telephone(Office)電話(辦公室) (Home 住宅)									
9.	Mobile 流動電話	10. Email 電郵								
11	Education 教育程度 <i>(Please attac</i>	ch copies	of docum	ent proof.	請附證明					
	School/Institute Attended	Perio	d 期間		, , , , , , , , , , , , , , , , , , ,	Attorned				
	曾就讀之學校/學院		om 由 T Vr 左	To Mth.月	至 Yr.年		asses Attended ₹程 / 班級			
		Mth.月	Yr.年	IVIIII.月	11.4					

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12. Academic/Profes	ssional Qualification 學	析及!	專業資格	(Pleas	se atta	ch copie	es of doc	umen	t proof		 · <i>件副本。</i>)		
Certificate/ Diplo證書/ 文憑/ 學位	nal Ins	stitutio	n/	Issued by 頒發機構			Date Issued 頒發日期						
13. Apprenticeship	Completed 經完成之學	徒訓	練							· Haga			
Name of Trade Name of Employer/Organis					s)		Fı	om 🕸		od 期間 To	 o 至		
行業名稱	提供訓練	提供訓練之僱主 / 機材					Mth.月		′r.年	Mth.月 Yr.st			
14. Employment H	istory (Start with the La	test	Job)就業	記錄	(由最	近之職位	└ ☑開始)						
	copies of document pro			<i>文件副本。</i>)									
Name of Employer 僱主名稱	r Position Held 職位		rom由	To 至		Fron		То		─ Reason for Leaving 離職原因			
—		IM	月Y年	M月	Y 牛	由		至					
15. Salary Expecte	d 希望獲得之薪酬			16.	Date	Availab	le 能履新	新之最	早日期	月			
17. Relatives/Frien	ds Working in Construc	ction	Industr	y Cour	ncil 在	建造業記	議會任職	之親友	 友				
Name 姓名				Department 部門					Position 職位				
18. Employee Refe	erral Scheme 員工推薦獎	を励き	劃										
I hereby give co	nsent to the following Ref	erre	r to refer	me for	this a	pplicatio	on. 本人	司意下	列推薦	萬人推薦本。	人之申請。		
Name of Referrer 推薦人姓名					Dept working at CIC 於議會任職之部門								
19a. Have you ever been found guilty of an offence in a court of law or applied for bankruptcy, whether or not in Hong Kong?						19b. Are you a candidate with a disability? 你是否殘疾人士? Yes 是							
你曾否經香港或	Tes 走 □ Yes 是 □ No 否												
產? □ Yes 是 □ No 否					If yes, please indicate nature and degree of disability to facilitate arrangement of examination/interview								
If yes, please give details 如有,請列明詳情				如為殘疾人士,請註明殘疾性質及程度,以便作出適當的 考試/面試安排									
Note: The above conditions will not affect Construction Industry Council's decision on offer of appointment. 註: 建造業議會不一定因以上情況而不予錄用。					Note: Candidates with a disability are considered on equal terms with other applicants. 註: 建造業議會在遴選時對殘疾人士及其他申請人會一視同仁。								
20. Declaration 聲											-		
CIC will not be contermination with the	t if I willfully give any fals onsidered. In the event the service of the Constru 意虛報資料或隱瞞事實,為 合約。	that iction	I was ap Industry	pointe Coun	d by t	he CIC,	I shall r	ender	myse	If liable to i	immediate		
Date 日期: Signature of Applicant 申請人簽署:													

Please forward the completed Form to Human Resources Department by mail: 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon or by fax: 2100 9023 or by e-mail: hrdi @cic.hk. For enquiries, please call our Enquiry Hotline at 2100 9024 within office hours from Monday to Friday. 請填妥此 表格以郵遞: 九龍觀塘駿業街 56 號中海日升中心 38 樓或傳真: 2100 9023 或電郵: hrdi @cic.hk 至人力資源部收。如有查詢,請於星期一至五辦公時間內致查詢熱線 2100 9024。