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| **宁波（中国）供应链创新学院岗位申请表**  **Ningbo Supply Chain Innovation Institute China (NSCIIC)** | | | | | | | | | | | | | |
| **Job Application Form** | | | | | | | | | | | | | |
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| **使用条款**  **Terms and Conditions** | | | | | | | | | | | | | |
| 填写完成本表格的同时，您有责任提供关于您本人的完全准确的信息，包括您的姓名、联系方式和其它必填的信息。如果后续有更新的申请信息，您需要主动提供。如果您提供错误信息或者故意隐藏真实信息，学院有权随时收回录用通知或与您解除劳动合同。学院保留随时核查您在本申请表格中提供的信息的权力。 | | | | | | | | | | | | | |
| By completing this form, you undertake to provide accurate and current information about yourself, including your correct name, address and any other requested information. You are required to update your details as necessary in any subsequent applications. If you knowingly make any false statements or withhold any relevant information this may result in disciplinary action up to and including dismissal or the withdrawal of any offer of appointment. The institute reserves the right, at any time, to check on any experience, achievements, qualifications and skills claimed by you either on this application form, in any accompanying or subsequent correspondence, or at interview. | | | | | | | | | | | | | |
| **公平机会原则**  **Equal Opportunity Policy** | | | | | | | | | | | | | |
| 宁波（中国）供应链创新学院有义务在聘用过程中给所有应聘者提供公平同等的机会。为了更好的实施这个政策，我们希望您可以完成本表格的选填内容。但是，你完全可以根据您个人意愿选择不填选填模块。 | | | | | | | | | | | | | |
| Ningbo Supply Chain Innovation Institute is committed to providing equal opportunity in employment, and in order to help us ensure our policy is being carried out properly it would be helpful if you could complete all the optional information required in this application form. However, you are not obliged to provide particular information state in the section below. | | | | | | | | | | | | | |
| **数据保护**  **Data Protection** | | | | | | | | | | | | | |
| NSCIIC收集有关您的个人资料将被用于您的岗位申请和匿名统计。如果你的申请成功，这些信息会被采集形成你在NSCIIC工作期间的员工记录。你所提供的个人资料只会透露给为招聘目的第三方，例如：推荐方。敏感数据的收集是为了更好的监测改进学院公平性操作，完成匿名统计报告。这些数据不会被透露给招聘选拔过程中涉及的小组成员，除非你已经披露了残疾，为实现合理性调整，以防止招聘选拔过程中不对您的情况造成恶性影响，面试小组成员可能需要被告知您的情况。 | | | | | | | | | | | | | |
| The personal data that NSCIIC collects about you will be used for the purposes of processing your application for a post at NSCIIC and for the completion of anonymous statistics. If your application is successful, it will be used to form the basis of your staff record. The personal data provided by you will only be disclosed to third parties if necessary for recruitment purposes. The following is a non-exhaustive list of examples where your data may be shared with third parties for recruitment purposes: taking up references, and where an external body is party to the recruitment process. Sensitive equal opportunities data is collected for the purpose of monitoring the effectiveness of the Institute’s Equal Opportunities Policy and to provide anonymised statistical reports. The data will not be disclosed to those panel members involved within the recruitment selection process unless you have disclosed a disability and the panel members need to know the details for the purposes of implementing any adjustments to the recruitment selection process that may reasonably be required to prevent you from suffering substantial disadvantage as a result of your disability. | | | | | | | | | | | | | |
| **利益冲突、个人关系披露**  **Conflict of Interest, Personal Relationship Disclosure** | | | | | | | | | | | | | |
| 如果你的个人情况和NSCIIC的利益产生冲突，一切以学院的利益为优秀考虑你的具体聘用条款。(例如：你的配偶是学院的员工) | | | | | | | | | | | | | |
| If there’s any conflict of interest between you and NSCIIC, NSCIIC reserves the right to re-consider the terms and condition in relation to the offer made to you. (e.g. your spouse is employed by the NSCIIC etc.) | | | | | | | | | | | | | |
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| **我已经仔细阅读并接受以上条款。我在此申明我在本申请表格中提供的信息是完整且真实的。我知道如果我提供了错误或者误导信息，这可能导致我与学院可能签署的聘用意向书或合同无效并无条件终止。我明白所有聘用意向书都建立在学院收集到满意的背景调查反馈、试用期测评和体检报告的基础上。我将主动向学院提供任何重要的更新信息。** | | | | | | | | | | | |  |
| **I have read and accept the terms and conditions stated above. I declare that to the best of my knowledge and belief, all particulars I have given are complete and true. I understand that any false declaration or misleading statement or any significant omission may disqualify me from employment and render me liable to dismissal. I understand that any job offer is subject to satisfactory references, a probationary period, and a satisfactory medical report. I will report to the Institute any updates of important Information.** | | | | | | | | | | | |  |
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| **申请者姓名** | |  | | | |  | **日期：** | |  | | | | |
| **Applicant Name:** | |  | **Date:** | |
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| **岗位申请 Job Application** | | | | | | | | | | | | |
| 申请岗位： | |  | | | | | 岗位编码 | |  | | | |
| Position Applied: | | Ref. No. | |
| **个人信息 Personal Details** | | | | | | | | | | | | |
| 头衔 Title | |  | 全名 Full Name |  | 姓 Surname | |  | | 中文名 Chinese Name (if applicable) |  | | |
| 现住地址 Term Address | |  | | | | | | | 邮编 Post code: |  | | |
| 联系方式 Contact Details | | 手机 Mobile |  | | 座机 Landline | |  | | | | | |
| 其他电话 Other Tel. No. |  | | 电子邮箱 Email | |  | | | | | |
| **个人倾向Preferences** | | | | | | | | | | | | |
| 如果工作需要，你是否愿意（标记）If the job requires it, are you willing to: (highlight as appropriate) | | | | | | | | | | | | |
| a. 搬迁Relocate? | | | | | Yes | |  | | No |  | | |
| b. 出差Travel? | | | | | Yes | |  | | No |  | | |
| c. 加班Work Overtime? | | | | | Yes | |  | | No |  | | |
| d. 值班或灵活工作Work on shifts or flexibly? | | | | | Yes | |  | | No |  | | |
| **教育背景 Education Background** | | | | | | | | | | | | |
| 教育程度 Education Level | | 教育机构名称 Institution Name | 国家 located in which country | 城市 located in which city | 专业 Major | | 就读时间 Studying Period | | | 文凭/专业资格 Cert./Qual. Awarded | | |
| 由 From | | 至 To |
| 大专/大学 College/University | |  |  |  |  | |  | |  |  | | |
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| 初高中 Middle /High School | |  |  |  |  | |  | |  |  | | |
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| **专业资格 Professional Qualifications** | | | | | | | | | | | | |
| 考获资格日期 Date of Issue | | 专业团体名称 Name of Professional Body | | | | | 考获资格 Qualifications Awarded | | | | | |
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| **其他技能 Other Skills (e.g. Language, driving, Computer etc.)** | | | | | | | | | | | | |
| 技能类别Skill category | | | 水平Level | | 获得证书Certificates Awarded | | | | | | | |
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| **目前（如目前无工作，最近一份）工作情况 Current (if unemployed now, nearest) Employment Details** | | | | | | | |
| 雇主单位名称 Employer Name |  | | | | | | |
| 现雇主单位性质 Nature of the Business | 工作地点 Working location (country, city) | 工作性质 (全职、兼职或实习） Full Time/Part Time/Intern | 现单位工作时间　 Employment Period | | 年薪  （选填） Salary Per Annum (Optional) | 离职原因 Reason for the leaving (if applicable) | 离职通知时间 Notice Period |
| 由 From | 至 To |
|  |  |  |  |  |  |  |  |
| 现任职务 Current Job Title |  | | | | | 现任职务时间　 Period appointed as current job title | |
| 由 From | 至To |
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| 主要工作职责及贡献 Main Duties and Responsibilities, and achievements if there's any during your period of employment |  | | | | | | |
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| **其他工作经历(请由最近之雇主开始) Other Working Experience (Start from the most recent employer)** | | | | | | | |
| 雇主单位名称 Employer Name | 工作地点 Working Location (Country, City) | 职衔 Job Title | 工作性质 (全职、兼职或实习） Full Time/Part Time/Intern | 任职时间 Employment Period | | 年薪  （选填） Salary Per Annum (Optional) | 离职原因 Reason for the leaving |
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| **推荐咨询 Referees** | | | | | | |
| 所有聘用意向书建立在我们收到满意的推荐回馈的基础上。请提供至少2位咨询人信息。他们可以是:  All appointments are subject to the receipt of satisfactory references. Please provide details of two appropriate referees to whom confidential enquiries may be made. These should preferably be:   1) 您目前岗位的直线经理或者您直线经理的领导  Your supervisor/manager or his/her superior in your current (last) job AND 2) 您之前雇主的以上类似人员  A similar individual from a previous employment.  如果您没有2份工作经验（或者您的情况特殊）不能提供以上要求的咨询人信息，烦请提供您在校读书期间您导师的联系方式（但不能是跟您有亲属关系的人选）。If without two previous jobs (or unable to do this) please provide – as appropriate – the names of two school or personal referees (though not ones who are related to you). | | | | | | |
| 序号 sq. | 咨询人姓名 Name of Referee | 职务 Job Title | 与员工关系 Relationship | 认识年数 Years Acquainted | 电子邮件 Email | 电话 Phone No |
| 1) |  |  |  |  |  |  |
| 2) |  |  |  |  |  |  |
| Please state whether we may approach these referees at any time or only after an offer of employment has been made: (tick as appropriate) | | | | | | |
| At any Time | |  | Only after the interview | |  |  |
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| **犯罪记录申明 Criminal Records Disclosure** | | | | | | |
| 您是否有任何违法犯罪、被告记录？如有，请描述细节Have you any criminal convictions, cautions against? If yes, please give details (this will not necessarily bar you from the appointment) | | | | | | |
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| **其他信息Other information (Optional)** | | | | | | |
| 您的国籍是 I would describe my ethnic origin as: | | | | | | |
| 您的性别是 Gender: | | | | | | |
| 您的生日是Date of Birth: | | | | | | |
| 您是否有随行配偶 Do you have any accompanying spouse ? (Yes/No)  您是否有随行子女Do you have any accompanying child ? (Yes/No) | | | | | | |
| 您是否有残疾, 如有请提供大致信息are you disabled ? If yes, your disability and any special access/mobility needs. | | | | | | |
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| 您从哪里得知这个岗位招聘信息How/where did you learn of this vacancy ? | | | | | | |
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| 您是否申请过其它高校岗位工作, 如有烦请提供您申请过的其它高校的信息  Have you ever made an application to the university before? If yes, please provide more details | | | | | | |
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