

CONFIDENTIAL 機密

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

Form No. HR-06 Rev E 25-Jan-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 導師 eneral Worker 普						
2.	Employment Type 職位類別		□F	ull-time 全職		□ Part-time 兼職				
3.	Please select the Trade 請選擇工程	擇工種								
	□ Aluminium Window Installation 窗 □ Bar Bending 紮鐵 □ Bricklaying, Plastering & Tiling 泥 □ Concreting 混凝土 □ Curtain Walls 幕牆 □ Drainlaying 地渠 □ False Work Erection 臨時支架裝置 □ Joinery 細木 □ Marble Laying 雲石	金屬棚架 Fitting 水喉 Iling 測量及平水 釘板 rane 貨車吊機 nese for Construction 建	ting 水喉 g 測量及平水 「板							
4.	3434 = 711 = - 1 344 A = 34 1 3-21									
	□ CIC Training Centre 議會訓練中。 □ HK Headline 頭條日報 □ Trainees Alumni Association 畢業 □ Others 其他:	心	□ CIC We	ebsite 議會網頁 Department 勞工	□ Jobsnet 建工網 □ Referral 轉介 □ Workers Registi	到 stration Office 工人註冊處				
	. Full Name(English)姓名(英文) (Chinese 中文)									
5.	Full Name(English)姓名(英文)				(Chinese 中文)					
	Full Name(English)姓名(英文) Residential Address(English)住址	(英文)			(Chinese 中文)					
6.	· · · · · ·	· · ·	业(英文)		(Chinese 中文)					
6. 7.	Residential Address(English)住址	· · ·	业(英文)	(Home 1						
6. 7. 8.	Residential Address(English)住址 Correspondence Address(English	· · ·	业(英文)	(Home 1	住宅)					
6. 7. 8. 9.	Residential Address(English)住址 Correspondence Address(English Telephone(Office)電話(辦公室) Mobile 流動電話	າ)通訊地均		10. Em	住宅) pail 電郵					
6. 7. 8. 9.	Residential Address(English)住址 Correspondence Address(English Telephone(Office)電話(辦公室) Mobile 流動電話 Education 教育程度 (Please attack School/Institute Attended	h copies	of docum Perio	10. Ement proof.請附證 期間 To 至	住宅) pail 電郵 E明文件副本。) Courses/C	lasses Attended 早程 / 评级				
6. 7. 8. 9.	Residential Address(English)住址 Correspondence Address(English Telephone(Office)電話(辦公室) Mobile 流動電話	n)通訊地均	of docum	10. Ement proof.請附證	住宅) pail 電郵 E明文件副本。) Courses/C	lasses Attended 果程 / 班級				
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12. Academic/Pro	fessional	Qualification 學	析及專	專業資格	(Plea	se atta	ch copie	es of docu	ment	proof.	請附證明文						
Certificate/ Diploma/ Degree/ Membership of Profession Trade Test/ Intermediate Trade Test 證書/ 文憑/ 學位/ 專業學會資格/ 技能測試(大工)/ 中級						stitutio	n/	Issued by 頒發機構			Date Issued 頒發日期						
13. Apprenticesh	nip Comp	leted 經完成之學	徒訓	練													
Name of Trade Name of Employer/Organis						s)		Period 期間 From 由 To				。 2					
行業名稱	提供訓練之僱主 / 機			構			Mth.月 Yr.结		r.年	To 至 年 Mth.月 Yr.年							
		Start with the La of document pro		青附證明:	文件副					_							
Name of Employe 僱主名稱	er	Position Held 職位		rom 由	od 期間 To 至 M 月 Y 年		S Fron 由	alary 薪金 n To 至		— Reason for Leaving 離職原因							
15. Salary Exped	ted 希望狂	嬳得之薪酬			16.	Date	Availab	le 能履新	之最与	早日期]						
17. Relatives/Fri	ends Wor	king in Construc	ction	Industr	y Cou	ncil 在	建造業記	議會任職之	之親友	:							
Name 姓名	Name 姓名 Relationship 關係					Department 部門					Position 職位						
18. Employee Re	eferral Sc	neme 員工推薦獎	医励 計	劃													
I hereby give	consent to	the following Ref	errer	to refer	me fo	r this a	pplicatio	on. 本人同	意下	列推薦	馬人推薦本	人之申請。					
Nam	e of Refer	rer 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													
你曾否經香港或香港以外的法庭判定有罪或申請破產? □ Yes 是 □ No 否 If yes, please give details 如有,請列明詳情 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。					口 Yes 是 口 No 否 If yes, please indicate nature and degree of disability to												
													facilitate arrangement of examination/interview 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: 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												
					I understand the CIC will not be termination wit	nat if I will consider h the serv 女意虛報貸 庸合約。	fully give any fals ed. In the event ice of the Constru 科或隱瞞事實,2	that iction	I was ap Industry 内申請將	opointe / Coun 不獲考	ed by t cil. ·慮;老	he CIC, 古本人已	I shall re	nder 義會翁	mysel 禄用,:	If liable to	immediate

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。