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| **个人信息登记表** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 申报学院（部门）： □教师岗位 □专职科研岗位 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名  （拼音） | | （ ） | | | | | | | | 性别 | | |  | | | | 出生日期 | | |  | | | | | | | | 政治面貌 |  | 一寸报名照  粘贴处 | |
| 国籍 | |  | | | | | | | | 民族 | | |  | | | | 婚育状况 | |  | | 生源地/培养形式  (应届毕业生填写) | | | | | | | |  |
| 现工作  （学习）单位 | | | | | |  | | | | 单位地址 | | | | | |  | | | | | | | | | | | | 邮编 |  |
| 现专业技术职务及评定时间 | | | | | |  | | | | | 专技等级 | | | | | |  | | | | 现任行政职务 | | | | | | |  | | | |
| 学科专业 | | | | | |  | | | | | | | | | | | 主要学术兼职 | | | | | |  | | | | | | | | |
| 最高学历 | | |  | | | | | | | | 毕业单位 | | | | | |  | | | | | | | | | | （预计）毕业时间 | | |  | |
| 最高学位 | | |  | | | | | | | | 授予单位 | | | | | |  | | | | | | | | | | （预计）获得时间 | | |  | |
| 证件类型 | | | |  | | | | | 证件号码 | | | | | |  | | | | | | 户籍  详址 | | |  | | | | | | | |
| 档案所在  单位及地址 | | | |  | | | | | | | | | | | | | | | | | 联系  电话 | | |  | | | | | 邮编 |  | |
| 有否境外永居 | | | | |  | | | | | | | | | 有无上海市居住证 | | | | | | |  | | | 居住证有效期 | | | | |  | | |
| 联系  方式 | 联系电话 | | | | | | |  | | | | | | | | | | | | | 电子  邮箱 | | |  | | | | | | | |
| 通讯地址 | | | | | | |  | | | | | | | | | | | | | | | | | | | | | 邮编 |  | |
| 个人简历（从大学顺序填起） | 起始年月 | | | | | | | 终止年月 | | | | 学校或工作单位 | | | | | | | | | 专业 | | | | | 学习或任职情况 | | | | | 备注 |
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| 注：1、个人经历要连续。学习或任职情况请写明“本科”“硕士”“博士（后）”等；中专/大专、硕博连读、直博以及在职攻读、联合培养等经历需在“备注”内注明。2、如非正式签订聘用合同（ 劳动合同）、非在编在岗的工作经历，请在“备注”中注明；无就业或学习经历的阶段需填写“待业”或注明原因。 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 语言能力 | 语种 | | | | | | 证书名称  （等级或分数） | | | | | | 口语水平 | | | | | 写作  水平 | | | | 其他资格证书 | | | 名称 | | | | 等级  或分数 | | 取得  时间 |
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| 注：口语/写作水平分为：精通、熟练、一般。 | | | | | | | | | | | | | | | | | | | | |  | | | |  | |  |

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| 主要论文发表、专著出版情况 | 著作或论文名称 | 出版单位或  发表刊物名称 | 所有作者姓名  （共同一作标注#，  通讯作者标注\*） | 出版或发表  年月 | 卷号、期号、起止页码 | 收录情况 | 中科院  SCI分区 | 影响因子 | 他引次数 |
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| 主要科研成果（主持或主要参与） | | 项目名称 | | | | | 本人排名/总人数 | | 项目来源 | | | | | 项目经费（万元） | | 起止时间 | | 完成情况 |
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| 注：“排名”请以如下格式填写：本人排名/总人数（下同）。 | | | | | | | | | | | | | | | | |
| 主要科研获奖情况 | | 获奖项目 | | | | | 本人排名/总人数 | | 奖励来源 | | | | | 获奖时间 | | | | 等级 |
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| 获授权专利或软件著作权等情况 | | 专利名称 | | | | | 专利号 | | | | 申请人 | | 本人排名/总人数 | | 专利类别 | | | 授权  公告日 |
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| 奖惩情况 | |  | | | | | | | | | | | | | | | | |
| 注：须注明何时何处何原因受过何种表彰或处分，是否有曾被认定存在虐待、猥亵、性骚扰等严重侵害学生行为的情况，是否正处于师德失范行为处理执行期内。没有相关信息的填写“无”。 | | | | | | | | | | | | | | | | |
| 配偶情况 | | 姓名 |  | | | 出生  年月 |  | | | | | 政治 面貌 | |  | | 户籍  所在地 |  | |
| 最高学历 |  | | | 最高  学位 |  | | | 专业 | |  | | | | 是否需落沪籍 |  | |
| 毕业单位 |  | | | | | 毕业时间 | | | |  | | | | 专技职务 | |  |
| 工作单位 |  | | | | 证件类型 | | |  | | | | 证件号码 | |  | | |
| 主要家庭成员情况 | 姓名 | | 称谓 | 出生年月 | | 工作（学习）单位 | | | | | | | 户籍  所在地 | | 证件  类型 | | 证件号码 |
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| 注:填写父母、子女等信息。 | | | | | | | | | | | | | | | | |

**告 知**

此表将作为您应聘的重要材料予以保存，请完整、真实地填写各项信息，无内容部分请填写“无”，如有填写不完整，或提供不准确信息的，东华大学将不予录用。

**求职人员承诺**

此表内容确系真实、完整，所提供的个人信息、证明材料和家庭成员情况等所有信息均没有遗漏、差错，并承诺本人及家庭成员没有参加过法轮功等邪教组织，本人没有有损于党和国家形象及利益的言行，如有隐瞒或不实将由本人承担一切责任。

本人签名：

年 月 日

**DHU-SCF APPLICATION FORM FOR EMPLOYEMENT**

***Instruction：****This form will be kept as an important part of your application. Please complete it thoroughly and faithfully. All the information are confidential and only for recruitment purpose. Fill in “N/A” to indicate that the entry is not applicable to you. Incomplete or inaccurate information will lead to failure in job application.*

**PERSONAL PARTICULARS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name (as in passport, underline surname) | | | | Gender | |
| Chinese Name (if Applicable) | | | Date of Birth (MM/DD/YYYY) | | |
| Citizenship: | | Passport No (Foreigner): | | Country of Birth: | |
| Marital Status: | | Religion: | | Mother Language: | |
| Current Chinese Visa Type (If applicable) | | | Expiration Date of Visa (if applicable) | | |
| Home Address | | | | | |
| Current Address/Mailing Address（if different from above） | | | | | |
| Current Tel No | Mobile Phone No | | | | Other Contact Phone No |
| Email: | | | | | |

**FAMILY PARTICULARS *(give details of spouse, and children)***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Age | Relationship | Nationality | Occupation | Name of Employer |
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**IN CASE OF EMERGENCY, please contact:**

**Name :**

**Contact No. : Relationship:**

**EDUCATION QUALIFICATIONS**

***(Tertiary education and above in chronological order, please attach all relevant documents)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Degree Obtained | Name of Institution | Period Attended | | Major or Concentration |
| From  (mm/yy) | To  (mm/yy) |
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**OTHER PROFESSIONAL QUALIFICATIONS OF TRAINING COURSES ATTENDED/ CURRENTLY PURSUING**

***(in chronological order)***

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| --- | --- | --- | --- | --- |
| Name of Program or Course | Name of Institution | Period Attended | | Qualifications Obtained |
| From  (mm/yy) | To  (mm/yy) |
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**EMPLOYMENT HISTORY *(in chronological order, beginning with most recent employer)***

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| --- | --- | --- | --- | --- |
| Period | | Name of employer | Position & Title | Remarks |
| From  (mm/yy) | To  (mm/yy) |
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**MAJOR PUBLICATIONS**

***(Please only list your publications as first author here. Complete publication can be attached***

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| --- | --- | --- | --- | --- |
| Title | Journal | Publication Time | Journal Type | Citation Frequency |
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**MAJOR RESEARCH PROJECTS**

***(in chronological order, beginning with most recent one, Please attach complete list of research projects)***

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | International Cooperated Projects | | | National Funded Projects | City Funded Projects | | | Company Funded Projects | Other Projects | |
| No. of Projects in Total |  | | |  |  | | |  |  | |
| No. of Finished Projects |  | | |  |  | | |  |  | |
| No. of Ongoing Projects |  | | |  |  | | |  |  | |
| Amounts of Fund in total |  | | |  |  | | |  |  | |
|  | | | | | | | | | | |
| No. of Basic Research Projects | |  | No. of Application Research Projects | | |  | No. of Technique Development Projects | | |  |

**OTER ACHIEVEMENTS**

|  |  |  |  |
| --- | --- | --- | --- |
| No. of International Patents Received |  | No. of National Patents Received |  |
| Title of Rewards & Recognitions | | Obtained Time | |
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**LANGUAGE AND DIALECT PROFICIENCY *(please tick where appropriate)***

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| --- | --- | --- | --- | --- | --- | --- |
| Languages | written | | | spoken | | |
| Good | Fair | Poor | Good | Fair | Poor |
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**PEFERENCE CHECK**

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| Do you have any objections to reference made to you:  Present employers? Past employers? |

**REFERENCES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Affiliated Organization | Contact No | Position | Years Known |
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**OTHER INFORMATION**

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| 1. Have you ever been charged/convicted in a court of law? If yes, please give details of offence:      1. Are you an undischarged bankrupt?      1. Do you have any physical disability, impairment or serious illness? If yes, please give details:      1. Have you ever been dismissed or suspended from any position?      1. Where did you learn about this vacancy? 2. Have never been involved in cult or terror organizations? If yes, please give details |

**NOTICE PERIOD**

|  |  |
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| **Earliest Date Available :** | **Expected Salary:** |
|

**DECLARATION**

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| **I** declare that the above information given by me is accurate and true. I understand that any act on my part in withholding the information or making any false statement in this application for employment is in itself sufficient grounds for dismissed from the Organization.  **Applicant’s signature : Date :** |