

個人資料 PERSONAL PARTICULARS *資料必須與香港身份證相同

英文姓名 Name in English	中文姓名 Name in Chinese	Recent Photograph 近照
性別* : 男 / 女 Sex* : Male / Female	香港身份證號碼 / 護照號碼 Hong Kong Identity Card / Passport Number	
出生日期 Date of Birth 年 Y / 月 M / 日 D	宗教 (自由填報) Religion (Optional)	
住址 Home Address		
住宅電話 Home phone	流動電話 Mobile	
電郵 Email		
銀行名稱 Name of Bank	戶口號碼 Account no.	
婚姻狀況 Marital Status <input type="checkbox"/> 單身 Single <input type="checkbox"/> 已婚 Married <input type="checkbox"/> 離婚 Divorced <input type="checkbox"/> 喪偶 Widowed <input type="checkbox"/> 其他 other		
配偶姓名 : (中文) Name of Spouse : (Chinese)	(英文) (English)	配偶香港身份證號碼 : Spouse HK I/D No. ()

學歷 EDUCATION 按日期先後填寫(in chronological order)

就讀 中學 / 專上學院 / 大學 Secondary / College / University Attended school	月 / 年 month / year	至 To	月 / 年 month / year	獲得之學術 / 專業資格 Academic / Professional Qualification Acquired
		至 To		

考核成績 Best Results

科目 subject	等級 Grading	HKCEE / DSE / HKAL / Others (Please specify)	考獲年份 Year Obtained
中文科 Chinese			
英文科 English			
數學科 Mathematics			

其它訓練 OTHER TRAINING

學院 / 舉辦團體 Institution / Organizer	日期 Period	所受訓練 Type of Training	所獲資格 (如有) Qualification (if any)

工作紀錄 EMPLOYMENT HISTORY 按日期先後填寫(in chronological order)

機構/公司名稱 Name of Firm	最後擔任職位 Last Position	F P T	受僱日期 月/年 Period of Employment M/Y		離職理由 Reason for Leaving
				至	
				to	
				至	
				to	

備註：(F)全職 Full Time / (P)兼職 Part Time / (T)臨時 Temporary

諮詢人 (請提供能就你的工作能力及品格給予意見的一位非近親人士的資料及聯絡方法，其中一位須為你最近的僱主。恩慈社會服務中心在決定聘用你前，可能會諮詢他/她們。)

REFEREES (Please supply information and contact of two persons who can comment on your capabilities and conduct. They must not be your next of kin and one of whom should be your most recent employer. Before the Kindness Social Services Center decides to offer you a post, we may contact them and seek their references.)

諮詢人姓名 Name of Referee	關係 Relationship	電話 Telephone Number	職業 Occupation	機構/公司名稱 Name of Firm

到職日期 Date of entry : _____

聲明 DECLARATION

1. 茲特聲明：本人 *從未 / 曾經 因刑事案件(包括性罪行)被法庭定罪。本人已閱畢恩慈社會服務中心「個人資料紀錄通知書」(附件)，並明瞭收集本人的個人資料的目的及其用途。本人亦明白倘若故意提供虛假資料或隱瞞事實(包括身體健康狀況)，即使獲恩慈社會服務中心錄用，亦有可能遭即時解僱。(註：曾犯刑事案者，未必不獲錄用。)

I hereby declare that I *have / have not been convicted of a criminal offence (including sexual offence) in a court of law. I have read through the Personnel Records Notice issued by the Kindness Social Services Center (attached). I fully understand the purpose(s) for collecting my personal data and their use. I also understand that if I wilfully give any false information or withhold any material information (including my health condition), I shall render myself liable to dismissal despite that I am appointed to the service of Kindness Social Services Center.(Note : A criminal conviction is not necessarily a barrier to employment.)

2. 本人授權恩慈社會服務中心就上述目的將本人提供的資料披露予通知書上所列的有關人士及機構，並同意恩慈社會服務中心或其代表在考慮本人的職位申請時，可向上述諮詢人查詢本人的工作及品格紀錄，而本人亦授權上述諮詢人向恩慈社會服務中心披露有關資料。

I authorize Kindness Social Services Center to disclose relevant data that I have provided to the person(s) and organization(s) as stated for the above purpose(s) in the Notice, and I hereby give my consent to Kindness Social Services Center or its delegate to obtain and the referee(s) listed above to release information regarding my employment and conduct for the consideration of my job application.

3. 本人同意如申請職位的日常職務涉及與兒童(即未滿 18 歲人士)有經常或定期接觸的工作，向恩慈社會服務中心定期提供性罪行定罪紀錄，作為審核職位申請之用。

I agree that the daily job of a job should involve a regular or regular contact with a child (that is, under 18 years of age) to provide of SEXUAL CONVICTION RECORD to the Kindness Social Services Center on a regular basis.

簽名
Signature _____

日期
Date _____