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| **履歷表** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **一、基本資料** | | | | | | | | | | | | | | | | | | | | | | | | | 請粘貼最近二寸  半身正面脫帽  彩色光面照片 | | |
| 應聘職務 |  | | | | | | | | | | | | | | | | | | | | | | | |
| 姓 名 |  | | | | | 身份  證字號 | |  | |  | | |  |  | |  |  | | |  |  |  |  | |
| 出 生  日 期 | 年 月 日 | | | | | 婚 姻 | | 🞎已婚 🞎未婚 | | | | | | | | | | | | 性別 | |  | | |
| 聯絡地址 |  | | | | | | | | | | | | | | | | | | | | | | | | 電 話 號 碼 | | 住宅:  手機: |
| 電子郵件 |  | | | | | | | | | | | | | | | | | | | | | | | |
| **二、學 歷**  （填寫最高及次高學歷） | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 學 校 名 稱 | | | 主修學門系所 | | | | 修 業 年 限 | | | | | | | | | | | 畢業/肄業 | | | | | | | | 教育程度  (學位) | |
| 起(年、月) | | | | | 迄(年、月) | | | | | |
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| **三、相關經歷** (請依年代由近至遠書寫) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 服務機關 | | 服務部門 | | | 職稱 | | | | | | 起訖年月 | | | | | | | 資歷(年、月) | | | | | | 工作內容 | | | |
|  | |  | | |  | | | | | |  | | | | | | |  | | | | | |  | | | |
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| **四、電腦專長或其他技能專長** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 項目 | | | | 使用經驗長度(年、月) | | | | | | | | | | | | | | | 程度 | | | | | | | | |
|  | | | |  | | | | | | | | | | | | | | | □略懂 □中等 □精通 | | | | | | | | |
|  | | | |  | | | | | | | | | | | | | | | □略懂 □中等 □精通 | | | | | | | | |
|  | | | |  | | | | | | | | | | | | | | | □略懂 □中等 □精通 | | | | | | | | |

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| **五、專業證照** | | | | | | |
| 證照名稱 | | | | | | |
|  | | | | **5.** | | |
|  | | | | **6.** | | |
|  | | | | **7.** | | |
|  | | | | **8.** | | |
| **六、語文能力** | | | | | | |
| 語言別 | 聽 | 說 | 讀 | | 寫 | 相關證照 |
| 中文 | □不懂 □略懂 □中等 □精通 | □不懂 □略懂 □中等 □精通 | □不懂 □略懂 □中等 □精通 | | □不懂 □略懂 □中等 □精通 |  |
| 英文 | □不懂 □略懂 □中等 □精通 | □不懂 □略懂 □中等 □精通 | □不懂 □略懂 □中等 □精通 | | □不懂 □略懂 □中等 □精通 |  |
|  | □不懂 □略懂 □中等 □精通 | □不懂 □略懂 □中等 □精通 | □不懂 □略懂 □中等 □精通 | | □不懂 □略懂 □中等 □精通 |  |
| **七、自傳** | | | | | | |
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**履歷表**