**拟录用人员简历**

应聘岗位：

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| 姓 名 |  | | | 性 别 | | | |  | | | | | 出生日期 | | |  | | | | | | | 近期一寸照片 | | | | |
| 民 族 |  | | | 政治面貌 | | | |  | | | | | 婚姻状况 | | |  | | | | | | |
| 健康状况 |  | | | 籍 贯 | | | |  | | | | | 现工作单位 | | |  | | | | | | |
| 现专业技术  职 务 |  | | | | | | | | | | | | 评定日期 | | |  | | | | | | |
| 外语水平 |  | | | | | | | | | | | | 计算机水平 | | |  | | | | | | | | | | | |
| 手机号码 |  | | | | | | | | | | | | 电子邮箱 | | |  | | | | | | | | | | | |
| 通讯地址 |  | | | | | | | | | | | | 邮政编码 | | |  | | | | | | | | | | | |
| 身份证号码 |  |  |  | | |  |  | |  |  |  | |  |  |  |  | |  |  | |  | | |  | |  |  |
| **学习经历（从大学填起）** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 入学年月 | 毕业年月 | | | | 毕业院校 | | | | | | | 所学专业 | | | | | 学历 | | | 学位 | | | | | 学习形式 | | |
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| **工作经历** | 填写正式签订劳动合同（或聘用合同）的工作经历，范例：2010.09-2014.06，XXX公司XXX部门 XX职务。 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **资格证书** | XXXX年X月，获XXXX证书（资格） | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **学术论文** | 期刊参考文献格式。 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **科研经历** | 项目名称，立项单位，年度，本人位次/总人数。 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **奖惩情况** | XXXX年，获XXXX奖（荣誉称号）；  XXXX年，因何原因受何种处分。 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **校园经历** | 范例：2016.09-2017.06，某大学某学院学生会副主席。 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **实习经历** | 范例：2016.09-2017.06，某单位某部门某岗位实习。 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **家庭情况** | 称 谓 | | | 姓 名 | | | | 出生日期 | | | | 工作单位 | | | | | | | | | | 职务 | | | | | |
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| **备注** |  | | | | | | | | | | | | | | | | | | | | | | | | | | |

**填表说明：**1.如超过两页请双面打印。2.学习经历自大学填起，学历分专科、本科、硕士研究生、博士研究生，专升本经历分专科和本科两段填写，在学习形式栏注明函授/成教/自考/统招（专/本科阶段），全日制/非全日制（硕博阶段）。3.家庭情况应至少填写父亲、母亲、配偶（已婚填写）、子女（已育填写）、兄弟姐妹（如有）等直系亲属信息。