



Shanghai Concord Bilingual School  
上海康德双语实验学校

**JOB APPLICATION FORM  
FOR CHINESE TEACHER/CHINESE STAFF**  
中籍教师/员工应聘申请表

Post applied for 应聘岗位:

**Personal Details**

Surname 姓:

Forenames 名:

Date of birth 出生日期:

Gender 性别:

Marriage Situation 婚育情况:

Political Situation 政治面貌:

ID no 身份证号码:

Type of Teaching Certificate 教师资格证类型:

Huji 户籍:

Ethnic Groups 民族:

Current Address 现居住地址:

Post code 邮编:

Home telephone no 家庭电话:

Mobile telephone no 移动电话:

Email 邮箱:

Where did you get the recruitment information of SCBS? 您从哪里获取的招聘信息?

Please attach a  
recent passport  
size photograph  
最近的标准照片

**Family Members 家庭成员**

Name 姓名:	Relationship 关系	Current Company 工作单位	Position 岗位

Education教育背景		
Attended From To 起止时间	University/College/Middle School 大学/学院/高中	Major/Bachelor 专业/学位

Qualifications培训经历		
Attended From To 起止时间	Organization 参加培训机构	Qualification/Subject with grade/level 所获证书

Employment History工作经历			
Please give details of all employment after graduation from university, including positions held with your current employer and main Responsibilities. Besides ensuring any gaps in employment are explained below. 请详细提供您大学毕业后的就业经历，包括与现任雇主有关的职位和主要职责。此外，如有就业间隔，请注明原因。			
Dates (month/year) From To 起止时间	Name and address of Employer 公司名称及地址	Position held and Responsibilities 岗位及工作职责	Reason for leaving 离职原因


<b>Current Salary 目前薪资</b>
Please indicate your present salary before tax. 请注明目前的税前工资

<b>Plus 加分项</b>
Please state any areas where you feel you could make a contribution to Shanghai Concord Bilingual School 请说明您认为您能为上海康德双语实验学校做出贡献的领域。

**Please note:** This information will be verified if an offer of employment is made.  
 请注意：如果学校提供就业机会，将核实该信息。

<b>Teaching or other work Experience/Continuing Professional Development 教学经验/持续专业发展</b>
Please outline below your teaching or other work experience and skills gained in previous positions, or further information you feel is relevant to the post for which you are applying. 请列出您在之前的岗位中所获得的教学的/相关工作的经验和技能，或您认为与您申请的职位相关的信息。

<b>Summary of teaching or other work experience 教学或其他工作经验总结</b>

<b>Additional information relevant to the post 与岗位相关的其他信息</b>

<b>Referees</b>	
<p>Please provide names, addresses and telephone numbers of two referees, one of which should relate, if applicable, to your present post, or most recent employer, or a member of the School/University Academic Staff. If newly qualified, your first referee should be from your College/University and your second should be from your teaching placement as intern. Written references will be sought and verified by telephone.</p> <p>请提供两名推荐人的姓名、地址和电话号码，其中一份来自于您目前的职位，或最近的雇主，或学校/大学的教职员工。如果毕业生，您的第一个推荐人应该来自您的大学/大学，而您的第二名应该是您的实习单位。书面的参考资料将通过电话寻求和验证。</p>	
Name姓名:	Position岗位:
In what capacity do you know the referee推荐资格:	
Name of organisation单位名称:	
Address地址:	
Post code邮编:	
Telephone no电话:	E-mail address邮箱:
<b>Please indicate if you agree to this referee being contacted at this stage:</b>	
请说明您是否同意在此阶段与该推荐人联系:	
Name姓名:	Position岗位:
In what capacity do you know the referee推荐资格:	
Name of organisation单位名称:	
Address地址:	
Post code邮编:	
Telephone no电话:	E-mail address邮箱:
<b>Please indicate if you agree to this referee being contacted at this stage:</b>	
请说明您是否同意在此阶段与该推荐人联系:	

<b>Declaration - please read carefully 声明-请仔细阅读</b>	
<p>I declare that the information I have given on this form is true and complete. I understand that to knowingly give false information, or to omit any relevant information, could result in the withdrawal of any offer of appointment, or my dismissal at any time in the future.</p> <p>I consent to Shanghai Concord Bilingual School processing the data supplied on this application form for the purpose of recruitment and selection. I also give permission for the SCBS to approach any previous employer for verification of the information given above, should an offer of employment be made.</p> <p>SCBS reserves the right to terminate the contract if the necessary documents are not submitted in accordance with the requirements of the Chinese government.</p> <p>我声明我提交的信息是真实和完整的,我明白,故意提供虚假信息,或忽略任何相关信息,可能导致任何聘任要约的撤回,或我在未来任何时候被解雇。我同意上海康德双语实验学校处理本申请表所提供的资料,以供招聘及选择。我也许可上海康德双语实验学校与以前的雇主接触,以核实上面所提供的信息,提供就业机会。如果必要的文件不符合中国政府的要求,SCBS有权终止合同。</p>	
Signed签名:	Date日期:

<p><b>Please note:</b></p> <p>This application form must be fully completed, including the employment history section, and submitted along with any supporting documents. It is not acceptable to use "Refer to CV".</p> <p>注:此申请表必须完整填写,包括就业经历,并连同任何证明文件一并递交。使用“参考简历”是不可接受的。</p>
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