



# 天水圍循道衞理中學

## 中一新生暑期銜接課程

### 聘請暑期導師

### 2020



服務時段：

08/07/2020(三) 1:00-4:00p.m.

導師工作坊

27/07/2020(一) 至 30/07/2020(四)

7:45a.m.- 1:45p.m.

導師要求：

1. 中六畢業或以上學歷，大專學歷優先
2. 英語水平及溝通能力良好
3. 富責任感及解難能力强
4. 能承傳天水圍循道衞理中學文化優先

薪金：

中六畢業生：\$2000

大專或以上學歷：\$2480

申請方法：

填妥附件之應徵表格並交回本校校務處

截止日期：

19/06/2020(五) 4:30p.m.

面試日期：

22-23/06/2020 2:30-4:30p.m.

# 天水圍循道衛理中學

TIN SHUI WAI METHODIST COLLEGE

非教學人員職位應徵表格

## APPLICATION FORM FOR NON-TEACHING POSTS

備註：應徵者所提供之資料將用作招聘或其他與僱傭有關事宜，並會供本校處理招聘事宜之人士查閱。招聘程序完成後，未獲取錄之應徵者資料，當無需保留時將全部銷毀。

Notes: The information provided will be used for appointment and other employment-related purposes in the School. It may be accessible to persons who will process appointment matters. Information on all unsuccessful candidates will be destroyed after the recruitment exercise when no longer required.

應徵職位  
Post Applied for 中一新生暑假銜接課程導師

### I. 個人資料 Personal Particulars

英文姓名 (姓氏先行) Name in full (English) (Surname first)		中文姓名 Name (Chinese)	
稱謂 # 先生 / 女士 / 小姐 Title # Mr. / Mrs. / Ms. / Miss	# 香港身份證 / 護照號碼 # Hong Kong I.D. Card / Passport No.	出生日期 Date of Birth	出生地點 Place of Birth
聯絡電話 (住所) Contact Phone No. (Home)	(辦公室) (Office)	(手提電話) (Mobile)	(電郵) (e-mail)
通訊地址 Correspondence Address			
住址 (如與上址不同) Residential Address (if different from above)			
宗教信仰 Religion			

### II. 學歷及專業訓練 (請順序列出) Education & Professional Training (in chronological order)

由 From 月 / 年 Month / Year	至 To 月 / 年 Month / Year	院校 / 訓練機構 (請註明所在國家) Institution of Learning / Training (Please specify country)	肄業班級 / 所獲資格或學歷 (請註明科目及成績) Classes Attended / Qualifications Obtained (please state subjects and grades)	頒發日期 Date of Award

### III. 工作經驗 (如有) Working Experience (if any)

由 From 月 / 年 Month / Year	至 To 月 / 年 Month / Year	工作機構 Name of Employer	職位 Appointment Held	全職 / 兼職 (full-time / part-time)	職責簡述 Scope of Duties

# 請刪去不適用者 Please delete as appropriate.

#### IV. 其他資料 Other Information

請詳列與此應徵職位有關之其他專長 (如急救證書、電腦知識、通曉語言、中英文打字速度等):

Please state any other relevant skills which will support your application (e.g. computer skills, language proficiency, Chinese and English typing speed, etc.):

#### V. 諮詢人 Referees

除非應徵者特別註明，否則本校將毋須通知應徵者而可直接向下列諮詢人查詢。請先行知會諮詢人。

Unless otherwise specified, consent is deemed given by the applicant to the School to approach the referees below without prior notification. Please inform your referees that such consent has been given by you.

姓名 Name	職銜、工作機構及地址 Position, Name & Address of Place of Work	#電話／傳真號碼 #Tel. / Fax No.
1.		
2.		

#### VI. 聲明 Declaration

本人謹此聲明以上所提供之資料均屬真實，如獲聘任，本人將提供有關身份及資歷文件之正本予 貴校查核。本人明白倘若故意虛報資料或隱瞞重要事實， 貴校可取消已發出的口頭或書面聘約，或縱使已獲聘任仍可遭解僱。

I declare that the information given above is correct and complete to the best of my knowledge. I will produce the original copies of all identification and qualification documents as required by the School after acceptance of an offer of appointment from the School. I understand that if I knowingly supply false information or withhold any material information, The School shall have the right to rescind any verbal/written offer of appointment and I shall render myself liable to dismissal if I am eventually appointed by the School.

日期  
Date \_\_\_\_\_

簽署  
Signature \_\_\_\_\_

#請刪去不適用者 Please delete as appropriate.