

市區重建局
URBAN RENEWAL AUTHORITY

Application Form for Planner Trainee 見習規劃師職位申請表

Please submit your application letter and full resume together with this Application Form.

請連同職位申請信及詳細履歷一併遞交。

Personal data provided by job applicants will be used in accordance with the attached
“Personal Information Collection Statement Pertaining To Recruitment”.

在使用求職者所提供的資料時，本局會嚴格遵守附件之「收集與招聘有關的個人資料的聲明」。

* Mandatory Fields

* 必須填寫的項目

Photo
相片

Personal Particulars 個人資料			
Name (in English)* 姓名 (英文)		Name (in Chinese)* 姓名 (中文)	
Sex 性別	Date of Birth 出生日期	Nationality 國籍	H.K. Identity Card/Passport Number 香港身份證/護照號碼
Residential Address* 住址			
Daytime Contact Telephone No.* 日間聯絡電話		Residential Telephone No.* 住宅電話	Email Contact* 聯絡電郵
Education* 學歷			
Post-graduate Study 研究生	Name of University/ College 專上學院、大學		
	From 由 To 至 (DD/MM/YYYY)		Qualification obtained / expected 獲頒發 / 將獲頒發之認可資格
	Major 主修科目		Grade Point Average 平均積點分
Under-graduate Study 本科生	Name of University/ College 專上學院、大學		
	From 由 To 至 (DD/MM/YYYY)		Qualification obtained / expected 獲頒發 / 將獲頒發之認可資格
	Major 主修科目		Grade Point Average 平均積點分
Secondary/ High School 中學	Name of School 中學		
	From 由 To 至 (DD/MM/YYYY)		Highest Level attained 考獲之最高程度
	Public Exam Results (HKAL/ HKCEE/ HKDSE or equivalent) 公開考試成績		

Professional Qualification* 專業資格				
Date obtained (DD/MM/YYYY) 頒發日期		Qualification 認可資格	Issuing Authority 頒發機構	

Language Ability* 語言能力				
(Please provide IELTS results if available, or otherwise, state level of ability.) (請提供 IELTS 的測試結果以供參考，或請列明其語言能力。)				
Chinese (Written) 中文書寫			Cantonese 廣東話 Putonghua 普通話	
English / IELTS Results (Written) 英文書寫			English / IELTS Results (Spoken) 英語	

Work Experience* 工作經驗				
(Please include all full time / part-time/ internship/ vacation work in chronological order.) (請列明全職/兼職/實習/短期工作等經驗，並依年份順序填寫。)				
Date 日期 (DD/MM/YYYY)		Name of Company 公司名稱	Last Position 離職時職位	Major Duties 主要職務
From 由	To 至			

Total no. of year(s) of relevant experience (full-time job only) to the applied position: 相關工作的總年資(只計算全職工作):	Year(s) 年
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Other Information* 其他資料	
Awards / Scholarships and Years of Attainment 獎學金及考獲之年份	
Extra-curricular Activities (Capacities in societies/ clubs, e.g. Chairman) 課外活動 (於學會中所持之職, 如主席)	
Exchange Program(s) (Min. 3 months) 交換生計劃 (最少為期三個月)	
Other Achievements / Contributions (e.g. participation in intervarsity business contest, leadership program, etc.) 其他成就/貢獻 (如: 參加商業機構所舉辦之領導人材培訓等)	
Interests and Hobbies 興趣及嗜好	

Declaration* 聲明 (Please mark ✓ in the appropriate place. 請在適當位置填上✓號。)

- A. Have you ever been found guilty of an offence relating to dishonesty or fraud in a court of law, whether or not in Hong Kong?

你曾否經香港或外地的法庭判定有關不誠實或詐騙的罪行?

☐ Yes 有 (Please give details 請列詳情: _____) ☐ No 沒有

- B. Have you ever been summarily dismissed by your previous employer(s)?

你曾否被你的前僱主即時解僱?

☐ Yes 有 ☐ No 沒有

(The Authority may consider not offering employment to those candidates whose answer to any of the above questions is “yes”. 本局會考慮不予錄用對以上任何一條問題的答案為「有」的求職者。)

- C. Do you have any relatives or friends working in the Urban Renewal Authority?

你有否親屬或朋友在市區重建局工作呢?

☐ Yes 有 (Please give details 請列詳情:)

- Name 姓名 _____; Relationship 關係 _____; Position 職位 _____

- Name 姓名 _____; Relationship 關係 _____; Position 職位 _____

☐ No 沒有

- D. How did you know about this vacant position? (Please choose one only.)

你如何認識此空缺職位? (請選擇以下其中一項。)

☐ URA Website 市區重建局網頁 ☐ Recruitment Websites 招聘網頁 ☐ Friends 朋友

☐ JIJS 大學聯校就業資料數據庫 ☐ Professional Institutions 專業學會

☐ Others, please specify 其他, 請註明: _____

- E. **I declare that all information given in this form are true and correct to the best of my knowledge and understand that any false and misleading information given will lead to disqualification of my application or dismissal even after my appointment to the service of the Urban Renewal Authority.**

I acknowledge receipt of a complete copy of Urban Renewal Authority's Personal Information Collection Statement Pertaining To Recruitment and understand the contents thereof.

I agree that all information and personal data given in this form will be used for purposes relating to my application for employment with the Urban Renewal Authority and in the course of my proper performance of the job during employment with the Urban Renewal Authority.

本人聲明,就本人所知,申請表內填報的資料全部屬實及正確;本人亦明白,填報任何虛假或誤導的資料,可導致被取消申請資格,即使已獲市區重建局(市建局)錄用,亦有可能遭解僱。

本人確認收妥市建局「收集與招聘有關的個人資料的聲明」的完整副本,並明白當中內容。

本人同意市建局有權使用本申請表內填報的所有資料,作為處理本人於市建局的職位申請及於受僱後執行市建局職務之用。

Signature 簽署 _____ Date 日期 _____