 **實習申請資料表HESS Internship Application**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **前三期待實習志願序**  **(以數字標示於方框內)**  **Top 3 Application** | | | | | | 🞎 美語教育 🞎 幼保助教  🞎 安親課輔 🞎 教育行政 | | | | | | **前三期待實習地點**  **(以數字標示於方框內)**  **Top 3 Preferred Place** | | | | | 🞎台北市\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_區  🞎新北市\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_區  🞎基隆市 🞎桃園\_\_\_\_\_\_\_\_\_\_\_\_區🞎新竹市  🞎台中\_\_\_\_\_\_\_\_\_\_\_\_\_區🞎彰化市🞎嘉義  🞎台南🞎高雄\_\_\_\_\_\_\_區🞎宜蘭🞎花蓮🞎台東 | | | | | | |
| 🞎 會計助理 | | | | | |
| **實習類型 Type** | | | | | | 🞎學期 🞎學年 | | | | | |
| **每日可以實習時間**  **(ex. 週一- 12:00過後)** | | | | | | 週一 | | | 週二 | | | | 週三 | | | | | 週四 | | | | 週五 | |
|  | | |  | | | |  | | | | |  | | | |  | |
| 姓名  Name | | | 【中文】  【英文】 | | | | | | | | | 性別  Gender | | | 🞎女FEMALE  🞎男MALE | | | | | | 照片Photo | | |
| 年級  Year | | | 🞎 一年級Freshman 🞎 二年級Sophomore  🞎 三年級Junior 🞎 四年級Senior | | | | | | | | | 出生日期  Date of Birth | | | 年/Y 月/M 日/D | | | | | |
| 學校名稱  Name of School | | |  | | | | | | | | | 科系/所  Major | | |  | | | | | |
| 通訊地址  Address | | |  | | | | | | | | | | | | | | | | | |
| 電子郵件  Email Address | | |  | | | | | | | | | 聯絡電話  Phone Number | | | (H)  (M) | | | | | |
| **工作經驗 WORKING EXPERIENCE** | | | | | | | | | | | | | | | | | | | | | | | |
| 工作期間Duration | | | | | | | 公司名稱  Co. Name | | | 職稱  Position | 公司所在地  Co. Location | | | 工作內容簡介  Job Description | | | | | 薪資待遇  Salary | | | | 離職原因  Reason for Leaving |
| 起START | | 訖END | | | | |
| 年/Y | 月/M | 年/Y | | | 月/M | |
|  |  |  | | |  | |  | | |  |  | | |  | | | | |  | | | |  |
|  |  |  | | |  | |  | | |  |  | | |  | | | | |  | | | |  |
| **社團經驗 CLUBS/EXTRACURRICULAR ACTIVITIES** | | | | | | | | | | | | | | | | | | | | | | | |
| 參社期間Duration | | | | | | | 社團名稱  Club Name | | | 職稱  Position | 社團隸屬組織  Type of Club | | | | | 社團活動簡介  Brief of Club Activity | | | | | | | |
| 起START | | 訖END | | | | |
| 年/Y | 月/M | 年/Y | | | 月/M | |
|  |  |  | | |  | |  | | |  |  | | | | |  | | | | | | | |
|  |  |  | | |  | |  | | |  |  | | | | |  | | | | | | | |
| **語文能力LANGUAGE PROFICIENCY** | | | | | | | | | | | | | | | | | | | | | | | |
| **填入符合您能力之相對應數字** | | | | 聽LISTENING | | | | | | 讀READING | | | | 說SPEAKING | | | | | | 寫WRITING | | | |
| 略懂------中等------精熟  1 2 3 4 5 | | | | | | 略懂------中等------精熟  1 2 3 4 5 | | | | 略懂------中等------精熟  1 2 3 4 5 | | | | | | 略懂------中等------精熟  1 2 3 4 5 | | | |
| 中文CHINESE | | | |  | | | | | |  | | | |  | | | | | |  | | | |
| 英文ENGLISH | | | |  | | | | | |  | | | |  | | | | | |  | | | |
| 英文檢定 | | | | TOEIC / 990 | | | | | | 全民英檢 級 | | | | IELTS / 9 | | | | | | TOFEL iBT / 120  TOFEL CBT / 300 | | | |
| 電腦技能  Computer Skill/Tool | | | 🞏 Word  🞏 Power Point  🞏 Outlook | | | | | 🞏 Excel  🞏 Adobe Photoshop  🞏 Adobe Illustrator | | | | 其他證照  Other Certificate | | | |  | | | | | | | |

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| **自傳**  內容可含：個人特質、社團經驗、特殊經歷、生涯規劃、實習期待等。 |
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| 本人同意何嘉仁基於人力資源規畫之徵才需要蒐集個人基本資料；  以上所填資料經本人確認屬實，僅提供公司內部留存，若有不實者，本人願負相關法律責任，貴公司亦得無條件終止實習關係。  The above information is true to the best of my knowledge. I take full responsibility for any incorrect information.  特此簽名Signature：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 日期Date：\_\_\_\_\_\_年(Y)\_\_\_\_\_\_月(M)\_\_\_\_\_\_日(D) |
| 請將此份實習申請書轉成**pdf格式檔案**，再電郵寄出。如格式有誤，恕不接受申請。  如有特殊附件如證照掃描檔、個人作品集、畢業證書、成績單、語言檢定等，亦請以**pdf格式檔案**附上。 |