**个人简历**

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| 姓名 |  | 性别 | | |  | | 民族 | | | |  | | 健康状况 |  | |  |
| 身高 |  | 体重 | | |  | | 籍贯 | | | |  | | 婚姻状况 |  | |
| 专业 |  | 学历 | | |  | | 出生日期 | | | |  | | 现居住地 |  | |
| 联系电话 |  | | | | | | E-mail | | | |  | | | | |
| 求职意向 |  | | | | | | | | | | | | | | | |
| (一)基本技能 | | | | | | | | | | | | | | | | |
| 普通话 |  | | 粤语 | | |  | | | 英语 | | |  | | 其它语种 | |  |
| 计算机水平 | | |  | | | | | | 是否有驾照 | | | | |  | | |
| 其他技能 | | |  | | | | | | 特长、爱好 | | | | |  | | |
| 获得证书 | | |  | | | | | | | | | | | | | |
| (二)教育情况 | | | | | | | | | | | | | | | | |
| 起止时间 | | | | 学校全称 | | | | | | 所学专业 | | | | | 毕业状况 | |
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| (三)工作经历 | | | | | | | | | | | | | | | | |
| 起止时间 | | | | 工作单位 | | | | 职务 | | 主要职责 | | | | | 离职原因 | |
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| (四)其他 | | | | | | | | | | | | | | | | |
| 获奖情况 | | | |  | | | | | | | | | | | | |
| 对个人性格、工作能力的  自我评价 | | | |  | | | | | | | | | | | | |
| 备注 | | | |  | | | | | | | | | | | | |