



職位申請表  
**Job Application Form**

**POSITION APPLIED FOR 申請職位**

申請職位 Position Applied			
要求薪金 Expected Salary		可到職日期 Date Available	

**PERSONAL PARTICULARS 個人資料**

姓名 Name	(英文) (English)	(中文) (Chinese)	聯絡電話 Contact Number	
身份證號碼 (可選擇性填寫) HKID No. (optional)		電郵地址 Email Address		
地址 Address				
工作簽證 Visa for Work	<input type="checkbox"/> 不需要 No <input type="checkbox"/> 需要 Yes, 請列出 Please specify:			

*Please complete the following parts in **Reverse Chronological Order** 請由最近的記錄開始填寫*

**ACADEMIC QUALIFICATION 學歷**

日期 (月/年) Date (mm/yy)		院校/ 機構 Institution / Organization	全日/ 兼讀制 Full/Part-Time (FT/ PT)	考獲資格 Qualification
由 From	至 To			

**PROFESSIONAL QUALIFICATION 專業資格**

日期 (月/年) Date (mm/yy)	院校/ 機構 Institution / Organization	考獲資格 Qualification

**ENHANCED COMPETENCY FRAMEWORK (ECF) STATUS 銀行專業資歷架構狀況**

銀行專業資歷架構類別 ECF Type	等級 Level	銀行專業資歷狀況獲取途徑 ECF Status obtained by
		<input type="checkbox"/> 豁免安排 Name of Grandfathering Arrangement 申請豁免之銀行 Name of Grandfathering Bank : _____ 獲豁免日期 Date of Grandfathering : _____  <input type="checkbox"/> 專業考試 Examination 認證日期 Date of certification : _____
		<input type="checkbox"/> 豁免安排 Name of Grandfathering Arrangement 申請豁免之銀行 Name of Grandfathering Bank : _____ 獲豁免日期 Date of Grandfathering : _____  <input type="checkbox"/> 專業考試 Examination 認證日期 Date of certification : _____

**WORKING EXPERIENCE 工作經驗**

日期 (日/月/年) Date (dd/mm/yy)		公司名稱 Company Name	全/ 兼職 (FT/ PT)	職位 Position	最後薪金 Last Salary	離職原因 Reason for Leaving
由 From	至 To					

**OTHER INFORMATION 其他資料****PART I – Study & Employment Gap(s) 就學及就業空白期**

如閣下在就學及/或就業期間有任何長達六個月或以上的空白期，請由最近的記錄開始，填寫以下部分。

**If you had study and/or employment gap(s) for 6 months or above in the past, please complete the table below in reverse chronological order.**

日期 (日/月/年) Date (dd/mm/yy)		空白期的原因 Reason(s) for Study / Employment Gap(s)
由 From	至 To	

**LICENSE REGISTRATION STATUS 牌照登記狀況**

證券中介人(有關人士)登記狀況 Relevant Individual Registration Status	<input type="checkbox"/> 從沒有登記 Never registered <input type="checkbox"/> 現在沒有，但過去曾經登記 Yes, In the past 登記號碼 Registration No. _____ <input type="checkbox"/> 現在有登記 Yes, at present 登記號碼 Registration No. _____
保險中介人登記狀況 Insurance Intermediary Registration Status	<input type="checkbox"/> 從沒有登記 Never registered <input type="checkbox"/> 現在沒有，但過去曾經登記 Yes, In the past 登記號碼 Registration No. _____ <input type="checkbox"/> 現在有登記 Yes, at present 登記號碼 Registration No. _____
強積金附屬中介人登記狀況 MPF Subsidiary Intermediary Registration Status	<input type="checkbox"/> 從沒有登記 Never registered <input type="checkbox"/> 現在沒有，但過去曾經登記 Yes, In the past 登記號碼 Registration No. _____ <input type="checkbox"/> 現在有登記 Yes, at present 登記號碼 Registration No. _____

<b>證券及期貨從業員資格考試 Licensing Examination for Securities &amp; Futures Intermediaries</b>	<b>頒授日期 (月/年) Date Attained (mm/yyyy)</b>
<input type="checkbox"/> 卷一：基本證券及期貨規例 Paper 1 : Fundamentals of Securities & Futures Regulation	
<input type="checkbox"/> 卷七：金融市場 Paper 7 : Financial Markets	
<input type="checkbox"/> 卷八：證券 Paper 8 : Securities	
<input type="checkbox"/> 其他：卷_____ Others : Paper(s)_____	
<b>保險中介人資格考試 Insurance Intermediaries Qualifying Examination</b>	<b>頒授日期 (月/年) Date Attained (mm/yyyy)</b>
<input type="checkbox"/> 卷一：保險原理及實務 Paper 1 : Principles and Practice of Insurance	
<input type="checkbox"/> 卷二：一般保險 Paper 2 : General Insurance	
<input type="checkbox"/> 卷三：長期保險 Paper 3 : Long Term Insurance	
<input type="checkbox"/> 卷五：投資相連長期保險 Paper 5 : Investment-linked Long Term Insurance	
<input type="checkbox"/> 其他：卷_____ Others : Paper(s)_____	
<b>強積金中介人考試 MPF Intermediaries Examination</b>	<b>頒授日期 (月/年) Date Attained (mm/yyyy)</b>
<input type="checkbox"/> 強制性公積金計劃考試 Mandatory Provident Fund Schemes Examination	

**PART II**

1) 你從何途徑得悉此職位空缺？請選擇：

**How did you know this job vacancy? Please select:**☐ 本行網頁

Bank Web Site

☐ 職業介紹所

Recruitment Agency

☐ 網上廣告，請列出：

Online Advertisement, please specify:

\_\_\_\_\_

☐ 報紙，請列出：

Newspaper, please specify:

\_\_\_\_\_

☐ 其他，請列出：

Others, please specify:

\_\_\_\_\_

☐ 本行職員介紹 Staff Referral

職員姓名 Staff Name : \_\_\_\_\_

處 / 部門 / 分行 Division/ Department/ Branch : \_\_\_\_\_

2) 你曾否在過往12個月內申請本行的任何職位？

**Have you ever applied for any other job with OCBC Wing Hang Bank Limited within the last 12 months?**☐ 否 No☐ 有 Yes

如有，請說明職位 If Yes, please indicate position applied : \_\_\_\_\_

申請日期 Application Date : \_\_\_\_\_

## DECLARATION 聲明

本人特此聲明以上及就本職位申請提供及將提供的資料及所有文件均屬正確無訛及詳盡完整。本人同意就本職位申請所提供的資料，若其後有任何更改或增加，須即時通知華僑永亨銀行有限公司。本人並明白如有任何虛報、誤導、隱瞞或省略，本人將不被錄用，華僑永亨銀行有限公司亦有權撤回向本人發出的口頭或書面聘僱承諾而毋須負責，而即使獲錄用後，亦可導致本人被即時解僱而不獲任何補償。

I hereby declare that the above information and all documents provided and to be provided in this job application are correct, true and complete. I agree to provide any changes or additional information thereafter to OCBC Wing Hang Bank Limited immediately in relation to this job application. I also understand that any falsification, misrepresentation, withholding or omission of material fact, information or document shall render myself liable to rejection of my application, revocation of any verbal or written offer of employment from OCBC Wing Hang Bank Limited to me without any liability, or summary dismissal without any compensation if employed.

申請人簽署

Applicant's Signature: \_\_\_\_\_

日期

Date: \_\_\_\_\_

**Personal Information Collection Statement**  
**(Recruitment) of**  
**OCBC Wing Hang Bank Limited and its subsidiaries in Hong Kong**

The personal data collected in this application will be used for recruitment and other employment-related purposes, including but not limited to selection, qualification assessment, employer reference, remuneration determination and other employment opportunities. It may be transferred among different divisions or departments within OCBC Wing Hang Bank Limited, (OCBC Wing Hang Bank Limited and each of its subsidiaries in Hong Kong shall hereinafter respectively be referred to as a “Company”, and “Companies” shall mean any two or more of them), and/or among different Companies, and/or among different divisions or departments within a Company for the said purposes.

The personal data collected in this application will also be provided and/or transferred to (i) any agent, contractor, or service provider (or any of its subsidiaries, affiliates or related companies) who provides administrative, data processing, background screening/vetting, computer or other services to the Company; and (ii) other third parties (including without limitation education institutions, professional associations, current/previous employers, referees, credit reference agencies, courts and/or government or other official registries), whether within or outside the Hong Kong Special Administrative Region, for the purposes of verifying such personal data and/or obtaining additional information (whether in the public records or not), carrying out background screening/vetting, eligibility and/or integrity checks and similar enquiries, and any other purposes relating thereto.

You are required to provide all personal data requested in the Application Form (unless otherwise clearly marked optional). Failure to supply any of these personal data may result in the Company being unable to process your application or may affect the outcome of your application.

The personal data of all unsuccessful applicants will be retained for a maximum period of twelve months after rejection of your application. You have a right to request access to, and to request correction of, your personal data in relation to your application. If you wish to exercise these rights, please write to the Head of Human Resources Division of the recruiting Company as specified in the recruitment advertisement.

If there is any conflict or inconsistency between the Chinese and English version of this document, the English version shall prevail.

**華僑永亨銀行有限公司及其在香港的附屬公司**  
**之個人資料收集聲明**  
**(招聘職員)**

求職者在求職申請時所提供之個人資料只會用於招聘及其他與聘用有關的事宜上，包括但不限於選拔、資歷評估、僱主証明或推薦、薪酬釐定及其他聘用機會。為了上述目的，這些個人資料亦可能會被轉移至華僑永亨銀行有限公司內的不同處或部門(華僑永亨銀行有限公司及其每家在香港的附屬公司，以下統稱為“本行”，而本行內的各公司包括華僑永亨銀行，以下各簡稱為“公司”，如兩間或以上，簡稱為“該等公司”)、本行內的及/或至不同的該等公司、及/或公司內的不同處或部門。

求職者在求職申請時所提供之個人資料亦會就為了達到驗證個人資料及/或獲取更多的資料(無論是否在公開記錄)；進行背景審查/審批，資格及/或操守審查的目的及類似的查詢，及任何與其有關的目的而提供及/或轉移至任何向本公司提供行政、資料處理、背景審查或審批、電腦或其他服務的(i)任何代理、承包商或服務供應商(或任何其附屬公司、聯營單位或關聯公司)；及(ii)其他第三方(包括但不限於教育院校、專業協會、現任/前任僱主、推薦人、資信調查機構、法庭及/或政府或其他官方註冊處)，不論其是否在香港特別行政區境內。

求職者必須提供申請表上所要求的個人資料(除非註明可選擇性填寫)。若未能提供任何該等個人資料，可能會導致公司無法處理其求職申請或影響其申請結果。

所有未獲取錄者的個人資料，將在被拒絕申請後保留不超過十二個月。求職者有權要求查閱及更改在申請時所提供的個人資料。如求職者需要行使這些權利，請以書面向招聘廣告所述的招聘公司之人力資源處主管提出。

如本文件之中、英文版互不相符，概以英文版為準。

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**Acknowledgement**  
**確認收悉**

I confirm that I have read and understood the contents of the “Personal Information Collection Statement (Recruitment)” of OCBC Wing Hang Bank Limited and each of its subsidiaries in Hong Kong, and agree with the terms and conditions thereof.

本人確認已閱讀及明白華僑永亨銀行有限公司及其每家在香港的附屬公司之個人資料收集聲明(招聘職員)之內容，並同意其條款及細則。

Name:

姓名 \_\_\_\_\_

Applicant's Signature:

申請人簽署 \_\_\_\_\_

Date:

日期 \_\_\_\_\_