



新员工录用条件确认书

新员工姓名		身份证号	
职位		入职日期	
以下视为不符合录用条件	<div>1) 不符合招聘时公布的招聘条件的;</div> <div>2) 向公司提供了虚假信息的, 如身份证明、学历证书、资格证书、年龄、工作经历等;</div> <div>3) 隐瞒身体重大疾病或缺陷;</div> <div>4) 隐瞒受过法律处罚或者纪律处分的事实;</div> <div>5) 不具备政府规定的就业手续;</div> <div>6) 无法提供办理录用、社会保险等所需证明材料, 例如离职证明、薪资证明等;</div> <div>7) 与其他单位未依法解除、终止劳动关系的;与其他单位有未了结的诉讼或仲裁等纠纷的;与其他单位有竞业禁止约束且在限制范围内的, 或者在其他单位担任董事、监事、股东、高级管理人员;</div> <div>8) 通缉在案或者监视居住的;</div> <div>9) 试用期内给予书面警告两次, 或考核不通过的(包括但不限于interview++考核);</div> <div>10)违反公司规章制度(包括但不限于保密及信息安全相关制度)的其他情形。</div>		
承诺及签字			
<p>本人知悉并充分理解以上录用条件的含义,在此确认并郑重承诺,如果达不到录用条件,本人愿意接受公司解除劳动合同的结果。</p> <p>新员工签字:</p> <p>日期:</p>			



Employment Confirmation

EmployeeName		ID Number	
Position		On-board Date	
A candidate is not qualified if he/she	<ol style="list-style-type: none">1) Fails to meet the specified entry requirements;2) Provides false information such as false proof of identification, false academic certificate, false qualification certificate, false age, and false work experience;3) Conceals major illnesses or defects; fails to perform the probation work for 15 days or more during the probation period due to illness or non-work-related injury;4) Conceals the fact of having been subject to any legal punishment or disciplinary actions;5) Fails to complete the employment procedure as stipulated by the government;6) Fails to provide the required supporting materials for handling procedures of employment and social insurance, for example, the employment separation certificate, and the salary verification letter;7) Fails to end the labor relationship with the former employer; is involved in litigation, arbitration or other disputes; is subject to a non-competition clause signed with the former employer; serves as a director, supervisor, shareholder, or senior management in other companies;8) Is listed as wanted or under residential surveillance;9) Receives written warnings twice during the probation period or fails to pass the probation period (including but not limited to interview + appraisal);10) Violates any other provisions of the company regulation (including but not limited to confidentiality and information security-related systems).		

Statement of commitment

I fully understand the meaning of the above employment conditions, and hereby certify and solemnly promise that I am willing to accept the result of being dismissed by the company if I fail to satisfy these employment conditions.

Signature:

Date: