edps systems ltd.

Personal and Skills Profile for Application of Employment

1. <u>PERSONAL DATA</u>

Name in full# _____
(# Must be same as Hong Kong Identity Card or Passport)

Date of Birth _____ (DD/MM/YY)   H.K.I.D. or Passport No.# _____

Sex _____ (M/F) _____

Country of Residence _____   Cantonese Speaking : Y / N

Currently Employed by the Contractor under T-Contract : Y / N

Date Available _____ (DD/MM/YY)

2. <u>REFERRAL</u>

Referrer Name	Referrer Staff number	Referrer Contact number	Relationship

<u>Other Information</u>

Are you awaiting the hearing of charges, or have you ever been convicted of a criminal offence or criminal court of law?

☐Yes   ☐No

<u>Note:</u>
I understand and *agree / disagree that in considering my application for the above post, EDPS Systems Limited can request for references from my present and past employer(s).

(*delete where inappropriate)

I hereby declare that the information is correct to the best of my knowledge. I understand that my misrepresentation in this application is sufficient cause of my immediate dismissal without any compensation.

Signature   _____   Date _____

<u>Personal Information Collection Statement</u>
The personal data collected in this application form will be used to assess your suitability to assume the job duties of the position for which you have applied and to determine preliminary remuneration and benefits package to be discussed with you subject to selection for the position. This application form will only be kept for one year (for unsuccessful candidates)

Personal and Skills Profile

5. IT SKILL SUMMARY (Only Working Experience should be included)

- Put down "Y" only if you prefer to work on that skill.

Name: _____

- Exp. in placement/part-time would not be counted as practical experience.

Skill Description	Working Experience		Recommended Skills (Y/N)*
	Year(s)	Month(s)	
ADA - Microsoft Active Directory Administration			
ADI - Adobe Illustrator			
ADM - IT Application Development and Management			
ADP - Adobe Premiere			
AFL - Adobe Flash			
ALC - Adobe LiveCycle ES			
APH - Adobe Photoshop			
ARC - ARC/INFO			
ARI - ArcIMS			
ASP - Microsoft Active Server Page Scripting			
AST - Anti-Spam Technology			
AUS - Authentication Server			
AVT - Anti-Virus Technology			
AWS - Apache Web Server			
BAS - System Backup with Bightstor ArcServe			
BDM - Business Intelligence/Data Mining			
BGP - Border Gateway Protocol			
BJM - Batch Job Monitoring			
BKO - System Backup Operation			
BNE - Broadband Network			
C#P - Experience in C# Programming			
C/S - Client/Server Application Development			
C++ - C++			
CAD - Computer Aided Design			
CCS - Chinese Computing Standards, eg.HKSCS,Big5,Unicode			
CFA - Checkpoint Firewall Administration			
CHI - Chinese Processing			
CIP - CISCO IOS Software & CISCO Products			
CMS - Confidential Mail System			
COB - COBOL			
COG - Cognos			
CRE - Crystal Report			
CRY - Cryptography			
DAM - Data Administration			
DAR - Data Architecture			
DB2 - DB2			
DBA - DB2 Administration			
DBT - DB2 Database Tuning			
DCM - Experience in Datacentre Maintenance			
DET - Data Encryption Technology			
DEV - Developer/2000			
DFT - Data/File Backup Technology			
DLS - Domino and Lotus Script			
DMO - Data Modeling			
DMS - Document Management System			
DMT - Data Management			
DOC - Document Flow/Workflow Management – System			
DPS - Departmental Portal			
DRP - Disaster Recovery Planning			

Skill Description	Working Experience		Recommended Skills (Y/N)*
	Year(s)	Month(s)	
DUM - Documentum			
DWH - Data Warehouse			
EAI - Enterprise Application Integration			
EFM - Electronic Form			
EGI - EGIS			
EJB - Enterprise Java Beans Development			
ELE - e-Leave			
ERP - Enterprise Resource Planning System			
ESD - Electronic Service Delivery			
ESS - Endpoint Security Solutions			
ETH - Ethernet			
FLN - FileNet			
FPA - Function Point Analysis			
GIS - Geographic Information System			
HAC - HACMP			
HAU - Huawei VRP & Huawei Products			
HPX - HP-UX			
HT5 - HTML5			
HTM - HTML version before HTML5			
IAA - IBM AIX Administration			
IBM - IBM93XX/S370/OS390			
IBX - IBM AIX Unix			
ICM - IBM Content Manager			
IDA - Intruder Detection/Alert Technology			
IFW - Internet Firewall Technical Support			
IMG - Imaging			
IMS - IMS/DB			
INF - Infrastructure			
INT - Internet/Intranet			
IPS - Intrusion Prevention System			
ISM - Information Security Management			
ISS - Information System Study			
ITP - IT Planning			
ITS - IT Security			
JAF - Java Application Framework (e.g. Struts-(Apache))			
JAP - JavaScript Programming			
JAS - JBoss Application Server			
JAV - JAVA Programming			
JDE - J2EE Development			
JSF - JavaServer Faces (JSF)			
JSP - Java Servlet Programming			
JVD - Java Beans Development			
KMT - Knowledge Management Technology			
LDA - LDAP Application Programming			
LIN - Linux System Administration			
LNA - Lotus Notes Application Development			
LNM - Lotus Notes Mail Admin. & Technical Support			
LON - Lotus Notes Administration & Technical Support			
MCS - Multi-vendor Mission Critical System			

Skill Description		Working Experience		Recommended
		Year(s)	Month(s)	Skills (Y/N)*
MET	- Metro Ethernet			
MIS	- Microsoft Internet Information Services			
MNE	- Metro-Ethernet Network			
MSA	- MS ASP.NET			
MSI	- Multi-tier System Integration			
MSP	- Microsoft Office SharePoint Server Administration			
MSQ	- MySQL			
MSS	- Microsoft SQL Server			
MUL	- Multimedia			
MVS	- MVS			
MWC	- Mobile/Wireless Communication			
NAT	- Natural			
NDA	- Novell eDirectory Administration			
NDE	- .Net Development			
NDN	- Network Design			
NEC	- .NET C#			
NET	- Networking			
NSM	- Network & System Management			
OAC	- Oracle Real Application Cluster			
OAN	- Office Automation			
OAS	- Oracle Application Server			
OAT	- Oracle Application Server Admin. and Tuning			
ODB	- Oracle RDBMS			
ODT	- Oracle Database Tuning			
OES	- Oracle E-Business Suite			
OMA	- Microsoft System Center Operations Manager Admin			
OOA	- Object-oriented Analysis and Design			
OPF	- Open Shortest Path First			
OPL	- SQL*PLUS/PL/SQL/PRO*C			
OPM	- IT Operational Management			
OPV	- Open View			
ORA	- Oracle Application Development			
P/B	- PowerBuilder			
PDA	- PDA			
PDS	- Production Database Support			
PHP	- PHP Programming			
PIT	- Project Management and Issue Tracking System			
PKI	- Public Key Infrastructure			
PLS	- PC LAN Support			
PMP	- Project Management Professional (PMP)			
PRE	- PRINCE			
PRS	- Proxy Server			
RAD	- Rapid Application Development Methodology			
RAS	- Remote Access Server			
REP	- Reporting (Crystal Report, iReport)			
RHS	- Red Hat Advanced Server			
ROU	- Router Configuration			
SAA	- Security Risk Assessment and Audit			
SAM	- Security Assertion Markup Language			
SAN	- Storage Area Network			
SAS	- SAS			
SCM	- Source Control Management System			
SDE	- ArcSDE			

Skill Description		Working Experience		Recommended
		Year(s)	Month(s)	Skills (Y/N)*
SDH	- Security Incident Detection and Handling			
SDM	- SSADM			
SIM	- System Implementation and Maintenance/Support			
SMT	- Smartcard Technology			
SQL	- Structured Query Language			
SRA	- Security Risk Assessment			
SRS	- SQL Server Reporting Services			
SST	- IT Security Scanning Tools			
SVT	- Server Virtualisation Technology			
SYB	- Sybase			
TAS	- Technical Architectural Support			
TCP	- TCP/IP			
TOM	- Tomcat Application Server			
TSM	- Tivoli Storage Management			
TWS	- Tivoli Workload Scheduler			
UDB	- IBM DB2 Universal Database			
ULS	- Unix/Linux Shell Scripting			
UML	- Unified Modeling Language			
UNA	- UNIX System Administration			
UNX	- UNIX			
VBA	- VBA			
VBC	- Visual Basic			
VBE	- Veritas Backup Exec			
VCT	- Video Conference Technology			
VFP	- Visual Foxpro			
VLS	- Virtual LAN/LAN Switching			
VPN	- Virtual Private Network			
VSN	- Visual Studio. Net			
W00	- Windows NT/2000			
W10	- Windows 7/8/10			
W12	- Windows Server 2008/2012			
W2S	- Web 2.0 Services			
WAA	- WebSphere Application Server Administration			
WAN	- Wide Area Network			
WAP	- Web Analytics Service			
WAS	- WebSphere Application Server			
WEA	- Website Administration			
WEB	- Web Programming			
WED	- Web Hosting, Design and Maintenance			
WES	- WebSphere development			
WIS	- Windows Server 2003			
WLG	- WebLogic Server Administration			
WLM	- Wireless and Mobile			
WLT	- Wireless Technology			
WME	- Wireless/Mobile Email Solution			
WNT	- Windows NT Server Administration & Network Support			
WPG	- Windows Programming			
WPS	- WebSphere Portal Server			
WSV	- Web Services			
WVI	- Windows Vista			
WXP	- Windows XP/2000/ME			
XML	- XML			

Skill Description		Working Experience		Recommended Skills (Y/N)*
		Year(s)	Month(s)	
Non-technical Skills				
APR	- IT Advisory & Promotion, eg. Exhibition, Publication			
BCM	- Budgetary Control Computer Maintenance			
BPE	- Business Process Re-engineering			
BPM	- Business Process Modeling			
CAS	- Support of Certification Authority System			
CLS	- Client Service			
CON	- Contract Administration			
COO	- Coordination			
CRS	- Clinical Related Information System			
CSF	- Exp. in Managing Corporate IT Security Framework			
ECR	- Experience in Customer Relations			
EMG	- Event Management			
GBC	- Experience in Managing G2B and G2C Projects			
GOV	- Work Experience with/in the Government			
GPD	- Knowledge in Gov't Procurement/Disposal Procedures			
GSR	- Exp. in Gov't Info. Sys. Strategy Study/Review			
GSS	- Management and Support of Gov't Systems & Services			
GTP	- Experience in Government Tendering Procedures			
HDT	- Helpdesk Call Handling Technique			
IEG	- Intensive Exp. in Managing Gov't Projects			
IEN	- Intensive Exposure of Spoken English in Work			
IPD	- Intensive Proj't Devpt Exp in Spec'd Business Area			
IPU	- Intensive Exposure of Putonghua in Work			
ISD	- Experience in Managing Int'l Security Standards			
ITA	- IT Audit			
ITC	- IT in Community, eg.Promote Use of IT/IT Awareness			
ITG	- Experience in Managing Government IT Standards			
ITT	- Experience in Conducting IT Training/Briefing			
IWE	- Intensive Exposure in Written English			
LCI	- Logistics Arrg't for Community/Industry Liaison			
MAR	- Marketing Experience in IT Promotion			
MEN	- Moderate Exposure of Spoken English in Work			
MGP	- Experience in Managing Government Projects			
MPU	- Moderate Exposure of Putonghua in Work			
MRS	- Mortuary Related Information System			
MWE	- Moderate Exposure in Written English			
NEG	- Negotiation			
OUT	- IT Service/Outsourcing Management			
PDE	- Project Devp't Exp. in Specified Business Areas			
PEX	- Presentation Experience			
PHI	- Public Health Informatics			
PMG	- People Management			
PRM	- Project Management			
PRO	- IT Procurement			
PRT	- Presentation			
QAS	- Quality Assurance			
QAT	- Quality Audit (under CMM/ISO)			
QMT	- Quality Management			
SFT	- Shift Work			
SMG	- IT Service Management			

Skill Description		Working Experience		Recommended Skills (Y/N)*
		Year(s)	Month(s)	
Non-technical Skills				
SPA	- IT Strategy and Policy Advice			
SPE	- Site Preparation Experience			
STM	- Software Testing Management			
TPA	- Tender Preparation and Administration			
VMG	- Vendor Management			