





四川省 SICHUAN	天津市 TIANJI	西藏自治区 TIBET	云南省 YUNNAN	浙江省 ZHEJIA
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Starting with your current address and in descending date order, please list down all your previous addresses within the last 10 years. (请填写您最近 10 年内所有的居住地址,从当前居住地址开始按照时间倒序填写。)

Address (地址)

Room 323, Building NO.2, Plum Garden, West Campus of Changqing University  
Group 5, Jinshegsi Village, Donglian Town, Weiyuan County, Sichuan Prov.

SKILLS 技能 (Please indicate the level for each item: B for Basic, I for Intermediate & A for Advanced for IT 请用字母标明各项技能水平: B-初级, I-中级, A-高级)

Languages		English	Mandarin	中文	Cantonese	粵語	Others	其他
Speak	B	↑	B	↖	B	↖	B	↖
	A	↖	B	↖	B	↖	B	↖
Read	B	↖	B	↖	B	↖	B	↖
	A	↖	B	↖	B	↖	B	↖
Write	B	↖	B	↖	B	↖	B	↖
	A	↖	B	↖	B	↖	B	↖
Listening	B	↖	B	↖	B	↖	B	↖
	A	↖	B	↖	B	↖	B	↖

  

PC Skills		Microsoft Word	Microsoft Excel	Microsoft PowerPoint	Others	其他
Ability	B	↖	B	↖	B	↖
	A	↖	B	↖	B	↖

**Where did you find out about the job openings?**

您在何处得知此应聘需要？

If yes, please state  
如果是, 请注明

Have you worked for C  
以前您是否就职过花旗

Previous Employee ID  
曾用员工号码

[illegible]Position  
部门/职位Location  
地点/国家

**Employment Period**

就寝時間

原因

Have you ever applied to work in Citi before? ☐ Yes ☒ No

**If yes, when**  
如果是, 何时申请过

Application Date

陳日崇

**Position Applied For**

应随顺位

CITI CHINA

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PRIVATE & CONFIDENTIAL  
内部保密

APPLICATION FOR EMPLOYMENT 申请表



<input checked="" type="checkbox"/>	SICHUA 四川省	<input type="checkbox"/>	TIANJI 天津市	<input type="checkbox"/>	TIBET 西藏自治区	<input type="checkbox"/>	YUNNAN 云南省	<input type="checkbox"/>	ZHEJIA 浙江省
<input type="checkbox"/>	XINJIA 新疆维吾尔自治区								

Starting with your current address and in descending date order, please list down all your previous addresses within the last 10 years.

(请填写您最近 10 年内所有的居住地址,从当前居住地址开始按照时间倒序填写。)

Address (地址)

Room 323, Building NO.2, Plum Garden, Huxi Campus of Chongqing University
Group 5, Jinshengsi Village, Donglian Town, Weiyuan County, Sichuan Prov.

SKILLS 技能 (Please indicate the level for each item : B for Basic, I for Intermediate & A for Advanced for IT 请用字母标明各项技能水平: B-初级, I-中级, A-高级)

Languages

语言能力

English

英语

Mandarin

中文

Cantonese

粤语

Others

其他 \_\_\_\_\_

Speak 说			Read 读			Write 写			Listening 听		
B	I	A	B	I	A	B	I	A	B	I	A
B	I	A	B	I	A	B	I	A	B	I	A
B	I	A	B	I	A	B	I	A	B	I	A
B	I	A	B	I	A	B	I	A	B	I	A

PC Skills

电脑技能

Microsoft Word

Microsoft Excel

Microsoft PowerPoint

Others

其他 \_\_\_\_\_

Ability

技能水平

B	I	A
B	I	A
B	I	A
B	I	A

REFERENCE INFORMATION 证明材料

Where did you find out about the job openings?

您在何处得知此应聘需要?

E-recruit / Agency / Write In / Advertisement / Employee Referral / Others (Please specify) Campus Hire

花旗电子招聘管理系统 / 代理机构 / 广告 / 花旗员工推荐 / 其他 (请注明)

Have you worked for Citi before?

以前您是否就职过花旗

☐ Yes 是 ☒ No 否

If yes, please state

如果是, 请注明

Previous Employee ID

曾用员工号码

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Position

部门/职位

Location

地点/国家

Employment Period

就职时间

Reason For Leaving

离职原因

From  
自

M	M	D	D	Y	Y
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To  
至

M	M	D	D	Y	Y
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Have you ever applied to work in Citi before?

以前您是否求职于花旗

☐ Yes 是 ☒ No 否

If yes, when

如果是, 何时申请过

Application Date

申请日期

M	M	D	D	Y	Y
---	---	---	---	---	---

Position Applied For

应聘职位



您是否与原单位存在尚未结束的劳动仲裁或劳动争议诉讼？

☐ Yes 是 ☒ No 否

If yes, state details

如果是，请详述单位名称及具体事项

10) Do you plan to engage in other work while employed by Citi?

受聘于花旗时，您是否计划同时从事其他工作？

☐ Yes 是 ☒ No 否

If yes, please explain

如果是，请详述单位名称及职位名称

11) Have you been found personally responsible for a risk liability event at any of your former employers, and are still in the liability determination period or punishment period or the subsequent punishment opinions have not yet been rendered?

您是否在原单位发生风险责任事项，处于责任认定期、处理期或后续处理意见仍未落实？

☐ Yes 是 ☒ No 否

If yes, please explain

如果是，请详述单位名称以及具体事项

12) Are you still in the non-competition period? Or are you still bonded with an employer (including agreed post-employment contract obligation)?

您是否处于竞业限制期限内？是否与原单位有未解除的除劳动关系以外的其他约定或协议（包括劳动合同中约定的解除之后仍应履行的义务）？

☐ Yes 是 ☒ No 否

If yes, please explain

如果是，请详述单位名称及协议内容和有效期限

13) Have you ever worked for accounting firms and ever conducted Citi audits?

您是否曾经就职于会计师事务所并对花旗进行过审计？

☐ Yes 是 ☒ No 否

If yes, please state details

如果是，请详述单位名称，职位名称及具体时间

14) Do you have any relatives employed by Citi Subsidiaries & Affiliates? Are you related to any member of the Citi Board of Directors or any member of the Citi Operating Committee?

您是否有亲属受雇于花旗集团子公司及关联公司？您是否有亲属是花旗集团董事会的成员，或是花旗集团操作风险委员会的成员？

☐ Yes 是 ☒ No 否

If yes, state details

如果是，请详述亲属名字，单位名称及所任职位

If your answer to Question 14 is "Yes", please provide information in details below. Failure to disclose the relationship may result in disciplinary action, up to and including termination of employment contract. 如果您第 14 题回答为“是”，请在下面详细列明。隐瞒或不如实申报亲属关系将导致纪律处罚甚至解除劳动合同。

1. Relative's Name

亲属姓名

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Relative's Business Unit

亲属业务单位

Relative's Department

亲属部门

Relative's Title (Functional, Officer, C-Level if available)

亲属职位

Nature of Relationship

亲属关系

Relative's GEID

亲属员工号

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2. Relative's Name

亲属姓名

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Relative's Business Unit

亲属业务单位

Relative's Department

亲属部门

Relative's Title (Functional, Officer, C-Level if available)

亲属职位

Nature of Relationship

亲属关系



您是否与原单位存在尚未结束的劳动仲裁或劳动争议诉讼？

☐ Yes 是 ☒ No 否

如果是，请详述单位名称及具体事项

10) Do you plan to engage in other work while employed by Citi?

受聘于花旗时，您是否计划同时从事其他工作？

☐ Yes 是 ☒ No 否

If yes, please explain

如果是，请详述单位名称及职位名称

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您是否在原单位发生风险责任事项，处于责任认定期、处理期或后续处理意见仍未落实？

☐ Yes 是 ☒ No 否

If yes, please explain

如果是，请详述单位名称以及具体事项

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☐ Yes 是 ☒ No 否

If yes, please explain

如果是，请详述单位名称及协议内容和有效期限

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您是否曾经就职于会计师事务所并对花旗进行过审计？

☐ Yes 是 ☒ No 否

If yes, please state details

如果是，请详述单位名称、职位名称及具体时间

14) Do you have any relatives employed by Citi Subsidiaries & Affiliates? Are you related to any member of the Citi Board of Directors or any member of the Citi Operating Committee?

您是否有亲属受雇于花旗集团子公司及关联公司？您是否有亲属是花旗集团董事会的成员，或是花旗集团操作风险委员会的成员？

☐ Yes 是 ☒ No 否

If yes, state details

如果是，请详述亲属名字，单位名称及所任职位

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1. Relative's Name  
亲属姓名

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Relative's Business Unit  
亲属业务单位

Relative's Title (Functional, Officer, C-Level if available)

Nature of Relationship

Relative's Department  
亲属部门

亲属关系

Relative's GEID  
亲属员工号

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2. Relative's Name  
亲属姓名

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Relative's Business Unit  
亲属业务单位

Relative's Title (Functional, Officer, C-Level if available)

Nature of Relationship

Relative's Department  
亲属部门

亲属关系

亲属职位

Last Updated: 10/15/2015

CITI CHINA



ACKNOWLEDGEMENT 确认

I hereby apply for employment in Citi. I certify that all statements made in this application and other information provided in relation to this application, to the best of my knowledge, are true. I have not knowingly withheld any fact or circumstances, which would, if disclosed, affect my application unfavorably. I understand that any false information or material on this application will be sufficient cause for termination at any time if employed. I also authorize Citi, and its officers, employees and authorized representatives to check/verify any information contained in this application. "Citi" where the context permits includes not only the specific employer legal entity (eg, Citibank (China) Co., Ltd. or Citigroup Services and Technology Limited) but also all its and Citigroup Inc's affiliates.

CREDIT CHECK

I hereby agree to provide my credit report or other credit certificate according to Citi's request and authorize Citi to conduct a background review of my credit information as required, such as credit history of past and pending loans, credit card accounts and other asset accounts and payment history as a condition of my being offered employment. I fully understand that it will be a sufficient cause for not being recruited or termination if I fail to provide individual credit report and certificate to Citi or my credit conditions do not satisfy the requirements of Citi. I hereby hold Citi and its officers, employees and authorized representatives, free and harmless against any loss, damage or liability arising from or as a result of the execution of this authority.

BACKGROUND CHECK

I further authorize Citi and its officers, employees and authorized representatives to verify and investigate from whatever sources it may consider appropriate for all information given by me on my curriculum vitae, application form, and other documents I submit in support of my application for employment with Citi.

PERSONAL DATA AUTHORIZATION

I fully understand and accept that in the evaluation of my application and, if hired, for the duration of my employment and after I have ceased to be Citi's employee, information regarding me, my application, my personal circumstances, background, credit experience, service record and other employment data (collectively, "Personal Data") may (i) be shared between and among the branches, subsidiaries and affiliates of Citi or their agents and authorized third parties; and/or (ii) be disclosed to any authority (in China or abroad, including any court or regulator with jurisdiction over any Citi affiliate). I further understand and accept that Citi maintains computer systems in data centers and at other locations in the United States of America and in various countries throughout the world and that Citi and its affiliated companies may collect, store, process, disseminate or use my Personal Data in a manner that causes it to be transferred or accessed from computer systems owned or operated by or on behalf of Citi or its affiliated companies throughout its global computer network. By signing this form, I expressly manifest my consent to Citi's collection, storage, processing, dissemination or use of my Personal Data for all purposes relating to Citi's or its affiliated companies' administration of its human resources policies and programs or in order to lawfully comply with any applicable regulatory or judicial enquiry or request. ("Applicable" means as it may apply to any Citi affiliate.) This paragraph shall survive and be in addition to, any subsequent authorizations I give in respect of my Personal Data in any contract of employment or other agreement with Citi.

I accept that failure of consent to the credit check and background check will render me ineligible for employment.

本人特此申请花旗的职位并谨此确认本人在本申请表中提供的所有信息以及其他本人所提供的与本次职位申请相关的信息，据本人所知，是真实及准确的，且未蓄意隐瞒任何可能对本人的申请不利的事实或情况。本人已被告知并且确认，若任何上述信息或材料在作出时或视为作出时在任何方面被证实是不正确的，花旗有权随时解除、终止与本人的劳动合同。本人在此也授权花旗及其员工、代表对本申请书上填报的信息进行验证和核查。在上下文允许的情况下，在本申请表中使用之“花旗”不仅包括具体的聘用机构（如花旗银行（中国）有限公司或花旗金融信息服务（中国）有限公司），还包括所有其或花旗集团的关联机构。

信用查证

作为花旗考虑是否聘用本人的条件之一，本人同意根据花旗的要求提供本人的个人信用报告或其他信用证明，并同意花旗根据需要对本人的信用状况进行必要的查证，包括以往的信用记录、未偿还欠债、信用卡帐户记录、资产记录及还款记录。本人理解，若未按要求提供个人信用报告和证明，或本人个人信用状况不符合花旗的要求，花旗有权不予录用或解聘。对于花旗员工及其代表在根据本人授权进行信用查证过程中引起的任何损失、损害或责任，本人确认花旗及其员工、代表对此无需承担任何责任。

背景查证

本人进一步授权花旗及其员工、代表可通过任何渠道核实并调查由本人提供的与本次申请花旗的职位相关的所有信息，包括履历、申请表和其他相关文件。

个人信息授权

本人充分了解并且接受在职位申请期间及被聘用后（包括离职后），关于本人的及本次申请的个人信息包括个人情况、背景、信用状况、服务记录和其他就业数据（以下简称“个人信息”）有可能在花旗之分支机构、子公司及其关联公司或前述机构之代理或被授权的第三方内被分享；和/或(ii)向任何权力机关(无论在中国境内或境外，包括法院或对花旗任何关联机构具有管辖权的监管部门)披露。本人进一步理解及同意花旗及其关联公司可以通过其在美国及全球各地设立的数据中心保存本人的个人信息，并且可以通过由花旗及其关联公司或代表花旗及其关联公司拥有或运行的全球电脑系统收集、存储、处理、转发或使用本人的个人信息。通过签署本申请表，本人明确同意花旗及其关联公司可以收集、存储、处理、转发或使用本人的个人信息用于花旗或其关联公司的人力资源管理有关的目的或合法遵守任何适用之法规规定的或司法的查询和要求之目的（“适用”是指对任何花旗的关联机构适用的情形）。本段系对此后本人在与花旗的任何劳动/聘用合同或协议所做出的授权进行的补充，且在该等授权结束后仍然保持有效。

本人接受，若本人不同意信用查证或背景查证，本人将不被聘用。

XiaoChan Xia  
Last Updated: 10/15/2015

夏晓璇  
CITI CHINA

Y	Y	Y	Y	M	M	D	D
2	0	1	6	0	4	2	0

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AUTHORIZATION TO FADV

I hereby authorize First Advantage (FADV) to verify information provided on this personal information form, and to conduct reference checks and other enquiries regarding my background, character and personal reputation. I authorize all persons who may have information relevant to Vendor enquiries to disclose it to Vendor. I release all such persons from liability on account of such disclosure to Vendor. I agree that a photocopy of this authorization be accepted with the same authority as the original.

本人授权首优咨询 (FADV) 对本人的在本个人信息表中提供的信息以及其他本人所提供的与本次职位申请相关的信息作出查证。首优咨询 (FADV) 可以对本人进行背景、品格及声誉的相关调查。本人进一步授权首优咨询 (FADV) 可通过任何渠道核实。本人授权首优咨询 (FADV) 与相关人员获取背景调查所需信息。对于相关被调查人因此背景调查所提供信息给首优咨询 (FADV) 的行为，本人将免除其法律责任。本人同意本授权书的复印件将与原件具有同等效力。

Signature (签名):	夏晓峰
Name (姓名的拼音):	Xiaochan Xia
*Please match official name in your Identity Card/Passport 请与您身份证件上的名字保持一致	
Date of Birth (出生年月日) (YYYY/MM/DD):	1 9 9 4 0 9 1 2
Type of Identity Card and Identity Card Number (身份证件名称及号码):	5 1 1 0 2 4 1 9 9 4 0 9 1 2 4 2 4 8
Sign off Date (签字日期):	
Please fill in today's date (请填写今天日期) (YYYY/MM/DD)	2 0 1 6 0 4 2 0