

主辦機構 Organiser:



本計劃由



透過


 香港公益金  
 THE COMMUNITY CHEST

撥款資助

**Enrollment Form for**  
**“Grow Goal Glow” Life Planning Creator 2018-19**  
**“My Strength My Career” 活動領袖招募**  
**申請表**

## NOTES 備註:

1. Please complete the form clearly.  
請以正楷填寫此表格。
2. You may request for correction of personal data in writing to Career Sparkle, St. James' Settlement after submission of this application.  
遞交申請表格後，如欲更改填報資料，請以書面通知本會生涯規劃服務。
3. Information of unsuccessful candidates will be destroyed after the recruitment exercise when no longer required.  
甄選程序完成後，未獲取錄的申請人資料如毋須保留，將全部銷毀。
4. Application Deadline: 23 February 2019  
截止日期：2019年2月23日

相片  
Photo

**A. Personal Particulars 個人資料**

English Name 英文姓名	Chinese Name 中文姓名
Correspondence Address 通訊地址	Gender 性別
Hong Kong Identity Card No. 香港身份證號碼	Mobile No. 手提電話號碼
Email Address (*將透過此電郵通知有關申請事宜) 電郵地址	Residence No. 住所電話號碼
Emergency Contact Person 緊急聯絡人姓名	Emergency Contact No. 緊急聯絡人電話

**B. Education and Training (In Reversed Chronological Order) 教育及訓練 (以最近為先)**

Dates (Month/Year) 就讀日期 (月/年)		Name of Institution(s) of Learning/Training 就讀學校/訓練機構	Course(s) Studied/Studying 就讀學科	Class(es) Attended/Attending 就讀年級
From 由	To 至			

**For Internal Use Only 只供內部使用**

Interview

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

Time: \_\_\_\_\_

Accepted  Rejected  Waiting

**C. Work and Volunteer Experience (In Reversed Chronological Order) 工作及義工服務經驗 (以最近為先)**

Dates (Month/Year) 工作日期 (月/年)		Name of Employer/Service Agency 工作 / 服務機構	Full Time 全職	Part Time 兼職	Volunteer work 義工	Post and Job Description 職位及工作簡述
From 由	To 至					

**D. Other Skills and Information 其他技能及資料**

Computer Skills 電腦技能	
Languages 語言	
Interests 興趣	
Others skills 其他技能	

**E. Sources of Application 得悉此計劃的途徑 (Please '✓' in the appropriate boxes 請在合適的方格內加上「✓」)**

- Classmates / Friends 同學 / 朋友     
  Student Affairs Office 學生事務處     
  Lecturers 學院導師  
 Institution Website 學院網頁     
  Career Sparkle Website 本機構網頁  
 Others 其他 (Please specify 請註明: \_\_\_\_\_)

**F. About Applicant 關於申請人**

1. Why do you apply for this project? 你為何參加這項計劃?

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2. What would you expect to learn in this program? 你期望在計劃中有什麼得著？

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3. What is/are your strength(s) and weakness(es)? 你認為自己有什麼優點和缺點？

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4. What do you think about “Life Planning”? 你認為甚麼是「生涯規劃」？

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### G. Declaration 聲明

1. I understand that if I give any false information or withhold any material information, I shall render myself liable to dismissal if I am selected to participate in this programme.  
本人明白倘若虛報資料或隱瞞重要事實，即使已獲選參與此計劃，亦有機會被取消資格。
2. I understand that I have to attend **ALL trainings and finish ALL assigned duties** if I am admitted to the programme, otherwise, I may be disqualified from taking part in the programme.  
本人明白在接納取錄後，必須出席計劃內**所有訓練活動並完成相關習作**，否則將有可能被取消參加資格。
3. I understand that I will not be granted with certificate if I withdraw from the programme at any stage with personal reasons or being disqualified or the attendance is less than 80%.  
本人明白計劃期間，如因個人原因申請退出或被取消參加資格或出席率不足 80%，均不會獲發證書。
4. I, do hereby consent and agree that organizer St. James' Settlement and funding organization have the right to take photographs, videotape, or digital recordings of me during the activity and to use these in any and all media, now or hereafter known.  
本人同意聖雅各福群會對我進行拍攝或錄音，無論事先、事後告知或沖印，主辦機構聖雅各福群會及資助機構均可通過各種媒介（包括書籍、新聞稿、網站等）展示有關照片、影片及錄音。
5. St. James' Settlement undertakes to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data collected are properly stored. The personal information will be used for program selection and other related purposes. St. James' Settlement may use your personal data (name, telephone number, fax number, email and mailing addresses) for the purposes of providing you with information of St. James' Settlement, fundraising appeal, activities / courses invitation as well as for feedback collection and related promotion purposes. However, we cannot use your personal data unless we have received your consent. Upon your request at any time and at no charge, we will cease to use your personal data for promotion purposes.  
聖雅各福群會盡力遵守《個人資料(私隱)條例》所列載的規定，依照收集資料時所說明的目的使用該等資料，並確保個人資料得到妥善儲存。閣下提供予本會的個人資料將用作甄選計劃及計劃有關事宜之

用。本會將運用閣下之個人資料(包括姓名、電話、傳真、電郵及郵寄地址等),以便日後作與閣下通訊、服務推廣、呼籲慈善捐款、活動/訓練課程邀請或收集意見的用途。除非本會已取得你的同意,否則本會不會使用你的個人資料作上述用途。閣下可以隨時向本會提出要求停止使用閣下的個人資料,此項安排毋須繳付任何費用。

Should you find such use of your personal data not acceptable, please indicate your objection by putting “×” into the box below before signing.

如閣下不同意上述安排,請在簽署前於以下空格加上「×」號。

I object to the proposed use of my personal data as stated above.

本人不同意上述有關使用個人資料的安排。

Applicant's Signature

申請人簽署: \_\_\_\_\_

Date

日期: \_\_\_\_\_