

有關 7 月 8 日更生人士討論事項，以下為本會進一步提交之兩份申請表，一份為政府一般職位申請表(GF.340)，供一般政府職位申請者填寫，另一份為私營公司 TOM.COM 職位申請表，其職位申請表的格式與政府的 (GF.340) 申請表使用幾乎同一語句查問犯事紀錄，可見政府申請表影響私營公司申請表的設計，更生人士受歧視的情況也因此而擴大。詳細情形可留意報告撮要第二頁頁首有關填報犯事紀錄一段。

閣下不希望本公司在此階段向前任/現任僱主索取保薦書，請在空格內填上 'X' 字樣，以便處理。  
Please put an 'X' in the box provided if you do not want us to contact your previous / current employer listed to solicit reference at this stage.

**其他 OTHERS**

在適當之位置填上“✓”

Tick as appropriate

閣下曾否經香港或外地法庭判定有罪？

Have you ever been found guilty of an offence in a court of law,      是 Yes \_\_\_\_\_ 否 No \_\_\_\_\_  
whether in or not in Hong Kong?

若有，請列詳情

If yes, please give details \_\_\_\_\_

註：如申請人曾犯刑事案，本集團成員公司不一定因此而不予錄用。

Note: A criminal conviction is not necessarily a barrier to appointment by the TOM.COM Group.

**聲明書 DECLARATION**

本人謹此證實，本人已閱讀、明白及同意《有關職位申請人的個人資料通告》的內容/規定。

I confirm that I have read, understood and agreed with the terms set out in the "Notice to Applicant Relating to Personal Data".

本人謹此聲明，以上申報的資料均屬正確無訛。本人明白，倘若有任何故意虛報資料或隱瞞重要事實，本人願承擔所有紀律處分，即使已獲貴公司錄用，亦有遭解僱的可能。如本人提供予貴公司的個人資料有所改變，本人當立即通知貴公司人力資源部。

I declare that the above particulars provided by me are true and correct. I understand that if I willfully give any false information or withhold any material information, I shall render myself liable to any disciplinary action including dismissal if I am employed. I also agree to report to you any changes in my particulars held by the Group.

申請人簽署

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

日期

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

TOM.com  
申請表

# 政府 GF. 340

學徒訓練合約 (申請人如為學徒，而其學徒訓練合約已在職業訓練局學徒事務處註冊，則須填寫此項。)  
Contract of Apprenticeship (to be completed by a candidate who has an apprenticeship contract registered with the Office of the Director of Apprenticeship/Training Council)

受訓行業 Type of Trade	提供學徒合約的機構 Name of Organisation to which Apprenticed	合約有效期 Validity Period of Contract 日期 (月/年) Date (Month/Year)	
		由 From	至 To

義務工作 (按日期順序列出) (可選擇是否填寫) Record of Voluntary Service (in chronological order) (Optional)

機構名稱 Name of Organisation/Agency	職位 Position Held	日期 (月/年) Date (Month/Year)	
		由 From	至 To

## B 部 (可選擇是否填寫) Section B (Optional)

你是否殘疾人士? Are you a candidate with a disability?

是 199 ☐ 否 200 ☐

如為殘疾人士，請註明殘疾性質及程度

If yes, please indicate nature and degree of disability

請註明在參加考試/面試時，是否需要特別的安排 Please specify whether you need special arrangement for taking the examination/attending an interview.

考試  
Examination

201 是 ☐ 否 ☐

如需特別考試安排，請列明有關要求 If yes, please specify the arrangement required for examination

面試  
Interview

203 是 ☐ 否 ☐

如需特別面試安排，請列明有關要求 If yes, please specify the arrangement required for interview

(註：政府在遴選時對殘疾人士及其他申請人一視同仁，如殘疾人士經確認適合受僱於所申請的職位，則會獲適度的優先錄用機會。申請人或需提交醫生證明為殘疾人士。)

(Note: Candidates with a disability are considered on equal terms with other applicants and will be given an appropriate degree of preference for employment if they are found suitable. Candidates may be required to produce medical proof of their disability.)

## C 部 Section C

你是否經香港或香港以外的法庭判定有罪?

Have you ever been found guilty of an offence in a court of law whether or not in Hong Kong?

是 205 ☐ 否 206 ☐

如經判定有罪，請列明詳情

If yes, please give details

你在政府任職期間，曾否有任何違反紀律的紀錄?

Do you have any previous record(s) of disciplinary offence whilst in employment with the Government?

是 207 ☐ 否 208 ☐

如有，請列明詳情

If yes, please give details

(註：如申請人曾犯罪案或有違反紀律紀錄，政府不一定因此而不予錄用。)

(Note: A criminal conviction or a record of disciplinary offence is not necessarily a barrier to Government employment.)

## D 部 Section D

本人明白倘若故意在填寫本申請書時虛報資料或隱瞞重要事實，或未有在申請書內所提供資料已作更改後通知招聘部門，可令本人喪失獲政府錄用的資格，即使已獲政府錄用，亦可遭終止聘用。

I understand that if I wilfully give any false information or withhold any material information in this application form, or fail to notify the recruiting department/grade any subsequent change of information provided, it will render me liable to disqualification for employment by the Government or termination of employment, if already employed by the Government.

本人同意政府可就進行與政府招聘工作及僱用有關的事宜，及為核實上述資料而進行必要的查詢。本人授權所有政府部門及其他組織或機構可就此些查詢，透覽任何有關的紀錄及資料 (其中包括，在提出聘任前，向本人的現行及/或前僱主索取一份僱主推薦書/工作表現評估報告；向有關當局/機構/醫護人員索取本人的體格檢查報告、醫事委員會報告或診療紀錄，及將有關資料送交其他當局/機構/醫護人員；以及向有關的政府部門/院校/機構查詢本人的學歷、語文/專業資格和索取有關紀錄，及將有關資料送交其他政府部門/當局/機構進行學歷評審)。

I consent to the Government making any necessary enquiries for purposes relating to recruitment by and employment with the Government and for the verification of the information given above. I authorise all government departments and other organisations or agencies to release any record or information as may be required for these enquiries (including, inter alia, obtaining a reference/performance appraisal report(s) from my current and/or previous employer(s) before offer of appointment; obtaining my medical examination reports, medical board reports or medical records from relevant authorities/agencies/medical personnel and transferring of such data to other authorities/agencies/medical personnel; and making enquiries from relevant government departments/institutions/agencies regarding my academic/language/professional qualifications and obtaining relevant records and transferring of such data to other government departments/authorities/agencies for qualifications assessment).

本人明白並同意，如有需要，上述資料會送交獲授權處理有關資料的政府部門及其他組織或機構，用以進行與政府招聘工作及僱用有關的事宜，例如學歷評審、體格檢查、僱主推薦及操守審查等。

I understand and accept that the information given above will be provided to government departments and other organisations or agencies authorised to process the information for purposes relating to recruitment by and employment with the Government e.g. qualifications assessment, medical examination, employer reference and integrity checking, etc. as may be necessary.

日期 Date

簽署 Signature

(請在適當方格內加上“/”號)

(Please insert a "/" in the appropriate box.)