

EDUCATION AND TRAINING

| | SCHOOL 學校名稱 Neighborhood, City 區,城市 | FROM 由 (MM/YYYY) | TO 至 | GRADE 年級 | GPA 成績平均分 |
|-------------------------------|--|---------------------|------|----------|-----------|
| HIGH SCHOOL 高中 | | | | | |
| PREVIOUS HIGH SCHOOL 以前的高中 | | | | | |

WORK EXPERIENCE

Have you had any previous work experience? 你有沒有工作經驗? Yes有 No沒有

If yes, please list your most recent work experience(s). 請由你目前或最近的一份工作開始, 列出你的工作紀錄.

| | JOB TITLE 職位 RESPONSIBILITIES 職責 | COMPANY NAME 公司名稱 | SUPERVISOR NAME AND PHONE 主管姓名/ 電話 | SALARY 薪金/ 時薪 | REASON FOR LEAVING 離職理由 |
|--------|-------------------------------------|----------------------|--|------------------|----------------------------|
| FROM 由 | | | | | |
| | | | | | |
| TO 至 | | | | | |
| | | | | | |

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| | | | | | |
| TO 至 | | | | | |
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LANGUAGES AND SKILLS

Which of the following programs have you used?
請從以下選出你曾經使用過的電腦軟件。

- Microsoft Word Microsoft Outlook
 Microsoft Excel Microsoft Publisher
 Microsoft PowerPoint Adobe Photoshop
 Web Design Software Prezi
 Other; specify: _____

Which of the following languages do you understand?
請從以下選出你能明白的語言。

- Cantonese 廣東話 Spoken 說 Written 寫
 Mandarin 國語 Spoken 說 Written 寫
 Toishanese 台山話 Spoken 說 Written 寫
 Spanish 西班牙語 Spoken 說 Written 寫
 Other non-English language 其他非英語語言:
