

**INFORMATION TECHNOLOGY ASSOCIATE APPLICATION FORM**

For citizens of The People's Republic of China applying for positions with the Company

- Note:
1. Please tick [  ] where applicable and complete in Block Letters.
  2. It is necessary for applicants to supply the Company data about themselves and failure to supply such data will result in the Company being unable to process employment applications.
  3. Data held by the Bank relating to employment applications will be kept confidential and used only for processing applications. Applicants who are not contacted within four weeks may consider their application unsuccessful. The Bank will retain their applications for a maximum period of one year and may refer suitable applicants to other vacancies within the Group.
  4. Please do not attach additional papers other than those specified.

**Personal Details**

Name			
English:		Chinese:	Job Reference Code:
Date of Birth	Place of Birth + Place of Origin	Identity Card/Passport Number Issued on _____ Expires on _____ Issued at _____	Residence Registration (Hukou)
Correspondence Address		Permanent Address (if different from Correspondence address)	
Postal Code: Telephone Number (Resident/Mobile): Email Address:		Postal Code: Telephone Number (Resident/Mobile): Email Address:	

**Members of Immediate Family**

Do you have any immediate relative(s) working in this Company, or HSBC (in Hong Kong SAR and in Mainland China)?			
[ <input type="checkbox"/> ] No      [ <input type="checkbox"/> ] Yes (please also give the details here):			
Name of Relative	Relationship	Name of Company	Position Held

**Secondary Education**

Name and Address of School/College	From (Year and Class)	To (Year and Class)

*Member HSBC Group*

### Higher Education

Post-Secondary Qualifications					
Name and Country of University/Institute	From	To	Qualification Obtained	Major Subject(s)	Minor Subject(s)
<b>Subjects Studied</b> <i>[Please give details of all subjects studied with your marks or assessments, including any failures or resits. Please indicate which subjects were compulsory (C) and which optional (O).]</i>					
First Year			Third Year		
Second Year			Fourth Year		
Postgraduate/Professional Qualifications					
Name and Country of Institution	From	To	Title and Subject of Course or Thesis	Qualification	

### Skills and Achievements

Computer Skills	
Machine Type	Programming Language
Software/Application Package	Operating Systems
<b>Languages Proficiency</b> <i>(Please state whether read, spoken, or written, and indicate the degree of fluency.)</i> <i>(For English, please state the Level of Achievement obtained, e.g. in College English Test, Toefl, etc.)</i>	

**Scholarship or Other Awards**

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**Activities and Interests** *(Please give brief details of your extra-curricular activities.)*

Name of Society/Club	Position Held	Activities Organised/Participated In	Year of Appointment

**Work Experience**

*(Please give details of any permanent or temporary jobs you have had – including details of vacation work and starting with the most recent.)*

Employer's Name, Business and Address	From	To	Position Held and Details of Responsibilities	Last Salary

How did you benefit from the work?

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**Career Plan**

Why are you suitable for a career in the Information Technology field and why with the Company in particular?  
What are your career objectives?

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**Source of Application**

<p>How did you find out about the post for which you are applying? If from an advertisement, please indicate the publication in which you saw it.</p>	<p>Please state date when you can start work.</p> <p>Expected Salary :</p>
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**Additional Information**

<p>Do you have a criminal record?</p> <p><input type="checkbox"/> No      <input type="checkbox"/> Yes (<i>Please give details</i>) :</p>
<p>Are you holding a certificate of unemployment?</p> <p><input type="checkbox"/> No      <input type="checkbox"/> Yes      If yes, (1) It expires on _____</p> <p style="padding-left: 100px;">(2) Issuing Office _____</p>
<p>Personal file kept by : _____</p>

**Declaration**

<p>I certify that the information provided is true and can be treated as part of any subsequent contract of employment. I also understand that any untrue information given in this application will result in disqualification or termination of employment with the Company even if the application is successful.</p>	
<p>Signature :</p>	<p>Date :</p>