



## ANTI-DOPING ORGANIZATION OF HONG KONG, CHINA

### 中國香港運動禁藥管制機構

#### Post Application Form (Part-Time Casual Helper)

#### 職位申請表 (兼職職位)

#### I. Personal Particulars 個人資料

Name in English 英文姓名		
Name in Chinese 中文姓名	Contact Telephone / Mobile Phone No. 聯絡電話 / 手提電話號碼	
Hong Kong Identity Card Number 香港身份證號碼 / Other Identity Document Number 證件號碼: (First 4 digits/Characters 首四位數字或字母)		
Are you over 18 years old? 是否年滿 18 歲	No 未年滿 18 歲	Yes 已年滿 18 歲
Residential Address 住址		
Email 電郵		

#### II. Education and Academic Qualifications 教育及學歷

Primary 小學	Secondary 中學	DSE 文憑	High Diploma 高級文憑	Degree or above 學士或以上
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#### III. Work Experience 工作經驗

Current or Previous Company/Industry/Job Employment 現職或曾任職的公司/行業/工作受僱資料		
1.	Company Name 公司名稱 / 行業	
	Main Responsibilities 主要職責	
2.	Company Name 公司名稱 / 行業	
	Main Responsibilities 主要職責	

\*If necessary, you can write on a separate paper. 如有需要, 可另頁書寫。

**IV. Special Skills/Expertise 特別技能/專長 (e.g. AI, design, computer skills or other 人工智慧、設計、電腦技能或其他技能)**

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**V. Language 語言**

<input type="checkbox"/> Cantone	:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Moderate	<input type="checkbox"/> Fair
<input type="checkbox"/> English	:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Moderate	<input type="checkbox"/> Fair
<input type="checkbox"/> Mandarin	:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Moderate	<input type="checkbox"/> Fair
<input type="checkbox"/> Other(s)	:	(Please specify)			

**VI. Available Working Day/time 合適工作時間**

Day/Time (you can select more than one option)	
<input type="checkbox"/> Weekdays : a.m. <input type="checkbox"/> Weekdays : p.m. <input type="checkbox"/> Saturday : a.m. <input type="checkbox"/> Saturday : p.m.	<input type="checkbox"/> Sunday or public holiday : a.m. <input type="checkbox"/> Sunday or public holiday : p.m.

**VII. Other 其他**

<p><b>Do you have any record of Anti-Doping Rule Violations in the past 10 years?</b> 過去 10 年內，您是否有違反運動禁藥管制規條的紀錄？</p>	<p><input type="checkbox"/> No 無 <input type="checkbox"/> Yes 有 If yes, please provide relevant details 如有，請詳述</p>
<p><b>Do you require a working visa?</b> 你需要工作簽證嗎？</p>	<p><input type="checkbox"/> No 不需要 <input type="checkbox"/> Yes 需要</p>
<p><b>Do you have any relatives or friends employed by our company?</b> 你是否有親屬或朋友受僱於本公司？</p>	<p><input type="checkbox"/> No 無 <input type="checkbox"/> Yes 有 If yes, please provide his/her full name and relationship 如有，請寫上該其全名及關係</p>
<p><b>Do you have any previous record(s) of disciplinary offence whilst in employment with the previous employers?</b> 你在前僱主任職期間，曾否有任何違反紀律的紀錄？</p>	<p><input type="checkbox"/> No 無 <input type="checkbox"/> Yes 有 If yes, please provide relevant details 如有，請詳述</p>
<p><b>Do you have any previous record(s) of termination in employment?</b> 你曾否被前僱主解僱？</p>	<p><input type="checkbox"/> No 無 <input type="checkbox"/> Yes 有 If yes, please provide relevant details 如有，請詳述</p>

<p><b>Have you ever been found guilty of a criminal offence in a court of law whether or not in Hong Kong?</b>          你曾否經香港或香港以外的法庭判定有刑事罪行?</p>	<p><input type="checkbox"/> No 無    <input type="checkbox"/> Yes 有</p> <p>If yes, please answer the following question 如有，請繼續填寫以下問題</p>
<p><b>Have you ever been convicted of a sexual offence in Hong Kong or elsewhere, or whether involved in any ongoing criminal proceedings or investigation?</b>          你曾否在香港或其他地方被裁定干犯性罪行，或涉及任何在進行中的刑事訴訟或調查?</p>	<p><input type="checkbox"/> No 無    <input type="checkbox"/> Yes 有</p> <p>If yes, please provide relevant details 如有，請詳述</p>
<p><b>Have you ever been found guilty of an offense applied for bankruptcy, whether or not in Hong Kong?</b>          你曾否經香港或香港以外申請破產？</p>	<p><input type="checkbox"/> No 無    <input type="checkbox"/> Yes 有</p> <p>If yes, please provide relevant details 如有，請詳述</p>

## VIII. Declaration 聲明

<p>I declare that the information given in this form is correct and complete to the best of my knowledge and all documents provided by me in connection with this application are true copies. I understand that if I willfully give any false information or copies of documents, or withhold any material information, the ADOHK shall have the right to withdraw any offer of appointment. I shall render myself liable to dismissal with no compensation if I am appointed to the service of the ADOHK.</p> <p>本人謹此聲明所提供的資料均屬真實及所附證明文件皆為真確副本。本人明白倘若故意虛報資料、提供假文件或隱瞞重要事實，中國香港運動禁藥管制機構可取消已發出的聘約。如若已獲聘任，本人亦會被即時解僱而不獲發任何補償包括代通知。</p>	
<p><b>Applicant's Signature 申請人簽名:</b></p>	<p><b>Date:</b> 日期</p>
<p><b>Full name of Applicant 申請人全名:</b></p>	

## Notes to Applicant 申請者須知

- ADOHK will only collect your personal data for recruitment purpose. Should your application be successful, your personal data will be used for the purposes of personnel and administration.  
 中國香港運動禁藥管制機構只會將你提供的資料用於招聘事宜。若被取錄，你的個人資料將用於人事及管理等有關於用途。
- You should read and agree to the content of the Declaration as stated in this Post Application Form. You should make sure that the data are complete and accurate, otherwise, the ADOHK may not be able to process your application. ADOHK will keep your personal data confidential but may use it for recruitment of other posts.  
 你須細閱並同意本職位申請表的聲明內容，確保提交的資料完整及正確。否則，本機構將不能處理你的申請。中國香港運動禁藥管制機構會將你的資料嚴格保密，或作其他職位招聘用途。
- You have the right to request access or correction of your personal data held by the ADOHK. Data access and correction requests should be made by email ([hr@antidoping.hk](mailto:hr@antidoping.hk)) to the Deputy Manager (HR & Admin.) of the ADOHK.  
 你有權向本會提出查閱/更改個人資料的要求。如有需要，請電郵 ([hr@antidoping.hk](mailto:hr@antidoping.hk)) 給本機構副經理(行政及人力資源)提出要求。