



## APPLICATION FORM

\*Position Applied : \_\_\_\_\_

\*Date of Available : \_\_\_\_\_

\*Expected Salary : \_\_\_\_\_

\*Last Salary : \_\_\_\_\_

Internal use only :			
1 <sup>st</sup> interview date		Interviewer	
Action			
2 <sup>nd</sup> interview date		Interviewer	
Action			

**All personal data collected would be used for recruitment purposes only. To apply, please complete and sign this form and email it together with your CV to: [hr@wisepotgroup.com](mailto:hr@wisepotgroup.com)**

### I. PERSONAL PARTICULAR *(if different from or not included in CV provided)*

\*Name : \_\_\_\_\_ \*Eng : \_\_\_\_\_  
\*Mr./Miss/Mrs. \_\_\_\_\_  
\*中文 : \_\_\_\_\_

\*HKID No. or Passport No : \_\_\_\_\_ Issuing Country : \_\_\_\_\_

\*Date of Birth : \_\_\_\_\_

#### \*Contact Information :

Mobile : \_\_\_\_\_ Email : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_

*\*Required/Mandatory Fields*

**II. \*FULL REMUNERATION RECORD TO DATE***(If different from and/or not included in CV provided)**(In reverse chronological order, starting with present or most recent employment)**(The Company may request for supporting documentation and/or perform reference checks on information provided)*

Duration (MM/YY to MM/YY)	Name of Employer	Remuneration Package						Reason(s) of Leaving
		Basic	x mths	Please fill in the appropriate below				
				Commission \$	Bonus \$	Allowance \$	Others (pls specify)	

**III. OTHER TECHNICAL, PROFESSIONAL OR OCCUPATIONAL/TRAINING COMPLETED***(Including but not limited to internship, articleship, correspondence courses taken, etc.)*

From (MM/YY)	To (MM/YY)	Title, description & duration of course / training (pls give the name of the training organization)	Award received, if any

**IV. PROFESSIONAL QUALIFICATIONS/CERTIFICATION**

Name of Professional Institution	Certification (grade or class of membership of professional bodies)	How obtained (e.g. by examination / election, pls specify)	Date of Certification

**V. OTHER INFORMATION**

*(Pls highlight your competitive advantage over other applicants, such as values, attitudes, resolve and/or other points we should note that shows you are best qualified for this position)*


**V-a. OTHER INFORMATION**

*(At this stage of your career, what are your career plans going forward, including what you are looking for in a new job?)*


**\*VI. CRIMINAL CONVICTION**

I \*have / have not been convicted of any criminal charges in Hong Kong SAR or outside Hong Kong SAR.

**VII. REFERENCE**

*(Please give the names and address of two persons, who should be able to comment on your academic professional suitability for this position applied)*

Name:

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Position:

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Company  
Name:

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Relationship:

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Contact email :

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Name:

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Position:

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Company  
Name:

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Relationship:

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Contact email :

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**\*VIII. DECLARATION**

- 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 appointed to the service of WiseSpot Company Limited.
- 2) In connection with my application, I hereby authorize WiseSpot Company Limited to seek information pertaining to my personal data from my personal referees, present and / or past employee(s) as listed above.

Signature :

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Date :

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<b>IX. INTERVIEWER'S COMMENT</b> <i>(for official use only)</i>