

C & A CPA LIMITED

APPLICATION FORM

Position Applied : _____

Personal Details

Name	(English)	
	(Chinese)	
Sex		
Age		

Photo

Address			
Telephone	(Home)	(Office)	(Others)
Marital Status			
Nationality			
Place of Birth			
Date of Birth			
I.D. Card No.			

Education Backgrounds

Years	School / College / University	Level / Awards Obtained

Academic Qualification

Years	Examinations	Subjects (Grades Obtained)

Professional Qualification

Years Obtained	Professional Bodies	Professional Qualification / Awards

Employment History

From	To	Company Name	Position Held	Salary

Technical Skills

Computer Skills	
Shipping Skills	
Accounting Skills	
Others	

Office Skills

Typing	wpm	Audio Typing	wpm	Shorthand	wpm
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Language

	English	Cantonese	Mandarin	Japanese	Others
Spoken					
Written					

* Remarks : 1 - Excellent / 2 – Good / 3 – Fair / 4 – Average / 5 - Poor

Extra – Curricular Activities

Hobbies and Interest

Referee

Name		
Position		
Company		
Address		
Telephone		

Date of Available		Expect Salary	
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I declare the above information is true and complete in all respect. I waive all claims against the C & A CPA Limited for any loss or damages I may suffer arising from this application.

Applicant's Signature

Date :