(CD/TA FORM 01)

(Apr 2023)

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**技術顧問申請表**

**APPLICATION FORM FOR**

**TECHNICAL ADVISORS**

申請人須知：

1. 閣下在此申請表上填寫的個人資料將會保密，本局絕不會在未徵求閣下同意的情況下，對外透露閣下資料。
2. 閣下所提供的個人資料，將用於本局技術顧問申請及有關事宜上。
3. 請用**正楷**填寫個人資料及履歷。如此表格不敷應用，請另加紙張。
4. 技術顧問的委任期一般為兩年，期內委任之技術顧問的委任期將與現屆其他技術顧問的任期於同日屆滿。
5. 本局將根據《個人資料(私隱)條例》處理閣下的個人資料。如閣下欲查閱或更改個人資料，請與本局聯絡。
6. 本局會保留不獲委任技術顧問申請者的申請記錄個人資料6個月（由發出申請結果通知信當日起計算），並於6個月後銷毀有關資料。

Notes for Applicant:

1. All personal data provided in this form will be treated in strict confidence, and will not be disclosed without your prior consent.
2. The personal data provided in this form will be used for application of Technical Advisors of ERB and related purposes.
3. Please complete the form in **block letters**, and attach additional sheets if necessary.
4. The appointment of Technical Advisors is normally for two years. The appointment of all Technical Advisors appointed in the same term will be expired on the same day.
5. ERB will handle all personal data according to the Personal Data (Privacy) Ordinance. To access and correct any personal data, please contact ERB.
6. ERB will retain the personal data of the unsuccessful Technical Advisor applications for 6 months (from the issuance date of the notification letter of the application results) and will destroy the related information 6 months afterwards.

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| 閣下之專長所屬行業範疇為(\*請參閱「附件一」) |  |
| The industry category(ies) your expertise belongs to (\*please refer to “Appendix 1”) |
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| 閣下在上述行業範疇內之專長 / 專科為 |  |
| Your specialist area(s) in the above industry category(ies) is(are) |
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| 閣下從何處得悉本局招募技術顧問 |  |
| How did you learn of the recruitment of Technical Advisors |

**個人資料**

**PERSONAL PARTICULARS**

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| 稱謂： #教授 / 博士 / 先生 / 太太 / 女士 / 小姐 / 其他 |  |
| Title : #Prof / Dr / Mr / Mrs / Ms / Miss / Others |  |

*(#請刪去不適用者 please delete if inappropriate)*

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|  | 姓 Surname |  | 名字 Given names |
| 姓名(中文) : |  |  |  |
| Name (English) : |  |  |  |

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| 香港身分證號碼H.K. Identity Card Number: |  |

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| 通訊地址Correspondence address: |  |
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| 電話號碼Tel. no.: |  | 傳真號碼Fax no.: |  |
| 電郵地址Email address: |  |

1. **學歷及訓練詳情 (請夾附證明文件副本)**

**Education and Training (Please attach copies of supporting documents)**

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| **Date (Month/Year)****日期 (月/年)** | **School/College/University or Training Organization Attended****曾就讀的學校/學院/大學/訓練機構**(In descending chronological order)(按最近完成修讀日期順序列出) | **Qualification Obtained****(with classification if any)****獲取的學歷或資格請詳列學科等級(如適用)** | **Date of Award****(Month/Year)****頒授日期**  **(月/年)** |
| **From****由** | **To****至** |
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1. **專業資格 (如適用) (請夾附證明文件副本)**

**Professional Membership (if applicable) (Please attach copies of supporting documents)**

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| **Name of Issuing Authority****頒發機構(全名)** | **Qualification/Membership Obtained****獲取的專業資格**(In descending chronological order)(按最近獲取日期順序列出) | **Channel of Award(e.g. examination)****獲取途徑 (如考試等)** | **Date of Award****(Month/Year)****頒授日期 (月/年)** |
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1. **就業詳情 (請提供截至目前為止的全部就業詳情，並夾附證明文件副本)**

**Employment History (Please provide full details of employment record and attach copies of supporting documents)**

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| **Date (Month/Year)****日期 (月/年)** | **Name of Organization****機構名稱**(In descending chronological order)(按最近任職日期順序列出) | **Position Held****職位** | **Full Time/ Part Time****全職/兼職** |
| **From****由** | **To****至** |
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1. **其他資料 Other Information**

請提供其他尚未列出而對閣下申請成為本局技術顧問有幫助的資料，如相關科目或行業的培訓 / 教學經驗、評審 / 審計 / 職業評估經驗等。請夾附證明文件副本。

Please provide any other information not listed above which you consider relevant and helpful to your application, e.g. related vocational training / teaching experience, related accreditation / skills assessment / quality assurance experience. Please attach copies of supporting documents.

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| **Date (Month/Year)****日期 (月/年)** | **Name of Organization****機構名稱**(In descending chronological order)(按最近日期順序列出) | **工作性質 / 名稱 Job nature / title****(如行業諮詢委員會成員、顧問、導師等e.g. Member of Industry Training Advisory Committee; advisor; instructor, etc.)** |
| **From****由** | **To****至** |
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1. **資歷架構認識 Qualifications Framework Knowledge**

請提供閣下對資歷架構的認識，如曾參加工作坊、資歷架構評審經驗、曾任行業諮詢委員會等。請夾附證明文件副本。請於適當方格內填上「✓」號。

Please provide information related to your knowledge of Qualifications Framework, e.g. participated in relevant workshop/training / accreditation experience / member of Industry Training Advisory Committee etc. Please attach copies of supporting documents. Please tick in the appropriate box.

🞏 本人對資歷架構沒有任何認識

I have NO knowledge of Qualifications Framework

🞏 本人對資歷架構有認識，因為：

I have acquired knowledge of Qualifications Framework:

🞏 曾參加相關工作坊 / 活動

By attending relevant workshop / activity

🞏 本人具相關資歷架構評審經驗（請列舉例子）

From my relevant Qualifications Framework accreditation assessment experience (Please specify)

如閣下獲委任成為技術顧問而沒有任何資歷架構相關經驗，閣下必須先參加由辦事處安排的資歷架構相關培訓活動，方會獲邀請提供技術顧問服務工作。Should you be appointed as Technical Advisor without any prior QF relevant experiences, you must participate in QF related training arranged by ERB before allocation of assignment.

**聲明**

**DECLARATION**

**本人茲聲明**：

1. 本人現時並非僱員再培訓局的委任培訓機構以任何僱用／合作模式聘用的職員或導師。
2. 本人現時任職的機構並未有開辦任何對僱員再培訓局構成利益衝突的課程。
3. 本人如獲僱員再培訓局委任為技術顧問，務必向僱員再培訓局申報對是項委任構成或可能構成利益衝突的工作或服務。在未得到僱員再培訓局事先的書面同意，本人不會進行這些工作或服務。
4. 以上所提供之資料均屬真實。如有需要，本人將提供有關身分及資歷文件之正本予僱員再培訓局查核以進一步處理本人之申請。本人明白倘若故意虛報資料或隱瞞重要事實，僱員再培訓局可取消已發出的口頭或書面委任。
5. 本人如獲僱員再培訓局委任為技術顧問，在為僱員再培訓局提供技術顧問服務時因有關職務而取得或接獲的資料，例如：課程教材、試題，在未經僱員再培訓局書面授權下，本人不會向任何人士披露資料。
6. 本人明白如於獲僱員再培訓局委任為技術顧問期間觸犯法律、規例或附屬法例，或對僱員再培訓局的運作、聲譽、學員或其他持份者造成極嚴重的影響時，僱員再培訓局可提前終止委任。

**I hereby declare that**:

1. I am NOT currently engaged in any form of employment or collaboration as staff or trainer in any ERB appointed training body.
2. The organization in which I am serving does NOT provide training courses which may cause conflict of interest to the ERB.
3. Upon appointment, I am obliged to declare any interest of any works/services if they are considered to be in real or apparent conflict with my appointment as Technical Advisor of the ERB. I shall not undertake such works / services, except with the prior written consent of the ERB.
4. The information given above is correct and complete to the best of my knowledge. I will provide the original copies of all identification and qualification documents as required by the ERB for further processing of this application. I understand that if I knowingly supply false information or withhold any material information in this application, the ERB shall have the right to rescind any verbal/written offer of appointment.
5. Upon appointment, I shall not disclose the information, acquired or received in provision of Technical Advisor services to the ERB, such as training materials, assessment questions, to any person without the written consent of the ERB.
6. I understand that, during the appointment period, if I am verified to have violated the laws, regulations and subsidiary legislation, or causing any severe adverse effects to its operation, reputation, trainees or any other stakeholders of the ERB, the ERB shall have the right to terminate the appointment.

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| 簽署Signature: |  | 日期Date: |  |

多謝閣下支持，請將填妥之表格傳真至3129 1370 或郵寄至香港柴灣小西灣道10號3至6樓僱員再培訓局課程發展組。

Thank you for your support. Please return the completed form to Course Development Section, Employees Retraining Board by fax at 3129 1370, or by post to 3/F to 6/F, 10 Siu Sai Wan Road, Chai Wan, Hong Kong.

**本局課程所屬之行業範疇 Industry categories of courses offered by ERB**

「附件一」
”Appendix 1”

誠邀各資深業界人士成為以下29個行業範疇 / 課程範疇之技術顧問：

ERB would like to solicit the interest of experienced practitioners in the following 29 industry categories to join our team of Technical Advisors:

* 金融財務Financial Services
* 保險Insurance
* 地產代理Real Estate Agency
* 商業Business
* 進出口Import & Export
* 物流Logistics
* 資訊及通訊科技Information & Communications Technology
* 酒店Hotel
* 旅遊Tourism
* 交通及支援服務Transportation & Support Services
* 零售Retail
* 飲食Catering
* 美容Beauty Therapy
* 美髮Hairdressing
* 物業管理及保安Property Management & Security
* 環境服務Environmental Services
* 家居服務Domestic Services
* 中醫保健Chinese Healthcare
* 健康護理Healthcare Services
* 社會服務Social Services
* 教育康體Education & Recreation
* 影藝文化Entertainment & Performing Arts
* 設計Design
* 鐘錶及珠寶Watch & Jewellery
* 印刷及出版Printing & Publishing
* 建造及裝修Construction & Renovation
* 機電Electrical & Mechanical Services
* 服裝製品及紡織Wearing Apparel & Textile
* 通用技能(英文、中文、普通話、日語、資訊科技應用、個人素養及求職技巧) Generic Skills (English, Chinese, Putonghua, Japanese, IT Applications, Personal Attributes and Job Search Skills)