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| **Place for photograph**  **(dán ảnh 3x4cm)** | **CURRICULUM VITAE**  **Please type or print clearly in English!** | **Ứng viên không điền vào phần này**  **For Hi-Techs Design Viet Nam’s use only:**  *Recruitment Session: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Applicant Code:*   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **H** | **D** | **V** |  |  |  |  |  |   *Date of Application Receipt:*   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  | |

1. **Your preferred field/major (Please mark the appropriate box)**

***Lĩnh vực thuộc chuyên ngành/sở trường của bạn (đánh dấu mục thích hợp)***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1.** | Electrical Engineering/*Điện* | **☐** | **2.** | Mechanical Engineering./*Cơ khí* | **☐** |
| **3.** | QA - QC/*Quản lý Chất lượng* | **☐** | **4.** | Inspection (NDT)/*Kiểm định không phá huỷ* | **☐** |
| **5.** | Metallurgical Engineering/*Luyện kim* | **☐** | **6.** | Automation Control/*Tự động hoá* | **☐** |
| **7.** | Automobile Engineering/*Công nghệ ô tô* | **☐** | **8.** | Shipbuilding Engineering/*Công nghệ đóng tàu* | **☐** |
| **9.** | Material Engineering/*Công nghệ vật liệu* | **☐** | **10.** | Environmental Engineering/*Công nghệ môi trường* | **☐** |
| **11.** | *Lĩnh vực khác (hãy nêu cụ thể)*  Other fields/majors (please specify): *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | | | |

1. **PERSONAL INFORMATION/THÔNG TIN CÁ NHÂN**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **(1)** | *Họ và tên*  Full name: | |  | | | | | | | | | | | | | | |  | *Giới tính*  Gender: | | |  | | | |
| **(2)** | *Ngày sinh*  Date of birth: | |  |  | |  |  |  |  |  | |  | *Nơi sinh*  Place of birth: | | | | | |  | | | | | | |
| **(3)** | *Số CMND*  Identification Card No. | | | | |  |  |  |  |  | |  |  |  |  |  |  | |  | | | | | | |
|  | *Nơi cấp*  Issued by: | |  | | | | | | | | | | *Ngày cấp*  Date of issuance: | | | | | |  |  |  | |  | |  |
| **(4)** | *Địa chỉ theo hộ khẩu*  Permanent Address: | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **(5)** | *Địa chỉ hiện tại:*  Current Address: | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **(6)** | Tel: |  |  |  |  | |  |  |  |  | |  | Mobile: | | |  |  | |  |  |  | |  | |  |
| **(7)** | Email: |  | | | | | | | | | | | | | |  |  | |  |  |  | |  | |  |
| **(8)** | *Tình trạng hôn nhân*  Marital Status: | | | |  | | | | | | | |  |  |  |  |  | |  |  |  | |  | |  |
| **(9)** | *Chiều cao*  Height: | | | |  | | | | | | *Cân nặng*  Weight: | | | |  | | | | | *Nhóm máu*  Blood Type: | | | |  | |
| **(10)** | *Sở thích, Thói quen*  Hobbies: | | | |  | | | | | | | | | | | | | | | | | | | | |
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1. **FAMILY INFORMATION/THÔNG TIN GIA ĐÌNH**

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| --- | --- | --- | --- | --- | --- |
| **Relatives**  ***Thân nhân*** | **Full name**  ***Họ tên*** | **Age**  ***Tuổi*** | **Occupation**  ***Nghề nghiệp*** | **Is he/she living with you?**  ***Đang ở cùng bạn?*** | |
| Spouse/*Vợ hoặc chồng* |  |  |  | Yes ☐ | No☐ |
| Father/*Cha* |  |  |  | Yes ☐ | No☐ |
| Mother/*Mẹ* |  |  |  | Yes ☐ | No☐ |
| Brother&Sister  *Anh chị em* |  |  |  | Yes ☐ | No☐ |
|  |  |  | Yes ☐ | No☐ |
|  |  |  | Yes ☐ | No☐ |

1. **EDUCATION & PROFESSIONAL QUALIFICATIONS/TRÌNH ĐỘ CHUYÊN MÔN**
2. **University/College**

**Đại học/Cao đẳng,TCCN**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **(1)** | *Tên trường ĐH*  Name of University: | | | |  | | | | | | | | | | | | | | | | | | | | | |
| **(2)** | *Địa chỉ*  Address: | | | |  | | | | | | | | | | | | | | | | | | | | | |
|  |  |  | | |  | | | | | | | | | | | | | | | | | | | | | |
| **(3)** | Tel: |  | | | | | | | | | | | | | Fax: | | |  | | | | | | | | |
| **(4)** | *Bằng:*  Degree([[1]](#footnote-2)): | |  | | | | | | | | | | *Hệ:*  Program ([[2]](#footnote-3)): | | | | | | |  | | | | | | |
| **(5)** | *Chuyên ngành:*  Major: | | |  | | | | | | | | | | | | | | | | | | | | | | |
| **(6)** | *Khoá:*  Course duration: | | |  | | Years | |  | | *Từ năm*  From | |  | |  | |  |  | | *Đến năm*  To | | |  |  | |  |  | |
| **(7)** | *Điểm tốt nghiệp toàn khoá*  Graduation average scores: | | | | | |  | | | | *Điểm luận văn:*  Graduation Thesis Score: | | | | | | | | | |  | | |  | | |
| **(8)** | *Tên Khoá luận tốt nghiệp (nếu có)*  Title of Graduation Thesis (If any): | | | | | | | |  | | | | | | | | | | | | | | | | | |
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1. **High-school/Phổ thông Trung học**

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| **(1)** | *Tên trường*  Name of High school: | | |  | | | | | | | | | | | | | | |
| **(2)** | *Đ/c*  Address: | | |  | | | | | | | | | | | | | | |
|  |  |  | |  | | | | | | | | | | | | | | |
| **(3)** | Tel: |  | | | | | | | Fax: | |  | | | | | | | |
| **(4)** | *Khoá*  Duration: | |  | Years |  | From |  |  |  |  | To |  |  |  |  |  |  |  |  |

1. **Other Qualifications/Các bằng cấp khác**
2. **Foreign Languages**([[3]](#footnote-4))

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Foreign Languages** | **Japannnese** | | | | | **English** | | | | |
| **Synthesis** | Level | | | | **Synthesis** | Level | | | |
| Talking | Level | Listenning | | Level | Talking | Level | | Listenning | Level |
| Reading | Level | Writing | | Level | Reading | Level | | Writing | Level |
| **OtherLanguages** | | | | | | | | | |
| **Language:** Type a languages | | | **Certificate:**Type a text | | | | **Issued Date:**Click here | | |
| **Language:** Type a languages | | | **Certificate:**Type a text | | | | **Issued Date:**Click here | | |
| **Language:** Type a languages | | | **Certificate:**Type a text | | | | **Issued Date:**Click here | | |

1. **Computer Skills**([[4]](#footnote-5))

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Word** | **Excel** | **PowerPoint** | **AutoCAD** | | **SolidWorks** | **Pro-E(Creo)** | **CATIA** |
| **2D** | **3D** |
| Level | Not yet | Not yet | Level | Level | Level | Level | Level |
| **Other:** Type a text Level: Level | | | | | | | |

1. **WORK EXPERIENCE (Teamor Group activities that you have joined)/KINH NGHIỆM LÀM VIỆC (Hoặc các hoạt động đội, Nhóm mà bạn đã tham gia)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | *Thời gian*  Period ([[5]](#footnote-6)) | *Công ty/ Tổ chức/ Nhóm*  Company/Organization/Group/Team | *Tại tỉnh /thành phố*  Located in | *Phòng/Bộ phận*  Department/Division | *Chức danh và phạm vi công việc*  Position and Work Scope | *Bạn nghĩ gì về khoản thời gian ấy*  What do you think about looking back at yourself in that time. |
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1. **BRIEF DESCRIPTION ABOUT YOURSELF (optional)/GIỚI THIỆU VỀ BẢN THÂN (Không bắt buộc)**

**(Your life plan, your vision, your personalities, your interests etc.**

**Giới thiệu về những định hướng của bạn về cuộc sống, tương lai, những tố chất của bản thân v.v.)**

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1. **YOUR MOTIVATION WHEN APPLYING FOR A JOB AT OUR’S COMPANY/VÌ SAO BẠN MUỐN XIN VIỆC TẠI CÔNG TY CỦA CHÚNG TÔI?**

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*Mức lương (gross) bạn mong muốn nhận được sau khi tốt nghiệp:*

1. **YOUR GROSS SALARY EXPECT TO RECEIVE AFTER GRADUATION: \_\_\_\_\_\_\_\_\_\_\_\_ per month**

*Tôi cam đoan những thông tin tôi trình bày trên là đầy đủ, trung thực và chính xác.*

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , hereby undertake that the above-declared information is true and correct to the best of my knowledge.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | *Chữký*  **Signature:** |  | *Ngày***:**  **Date:** |  |  |  |  |  |  |  |  |
|  | *Ghi rõ họ tên*  **Full name:** |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| Cảm ơn bạn đã hoàn thành CV này. Xin bạn vui lòng gửi CV (có dán ảnh) kèm theo Đơn xin việc, Bản sao các văn bằng chứng chỉ, Chứng nhận Sức khoẻ…về địa chỉ Email: tran\_thi\_thuy\_thuan@hi-techs.co.jp  Vui lòng ghi rõ tiêu đềlà: “Job Application Dossier”  Mọi thắc mắc xin vui lòng liên hệ qua địa chỉ email: tran\_thi\_thuy\_thuan@hi-techs.co.jp  Điện thoại: (02363)586.169 ;Di động: 0943.100.232  Hoặc truy cập vào Website: <https://hdv-vn.com/>  Hồ sơ ứng viên không trúng tuyển sẽ không được trả lại.  Thank you for fulfilling this CV Form. Please kindly send this CV (with your photo affixed to the space on the first page), and your Job Application Letter, your professional diplomas/certificates, Health Certificate…to email address: tran\_thi\_thuy\_thuan@hi-techs.co.jp  Pleasemark the title “Job Application Dossier”.  Application shall NOT be returned.  For further guidance on Job Application Dossier, please send enquiry email to: tran\_thi\_thuy\_thuan@hi-techs.co.jp  Tel: (02363)586.169 ; Mobile: 0943.100.232  Or access to website: <https://hdv-vn.com/> |

1. Bachelor of Arts, Engineer ... (Bằngcửnhân, BằngKỹsư ....) [↑](#footnote-ref-2)
2. Full-time, In-service ... (Hệchínhquy, Tạichức ...) [↑](#footnote-ref-3)
3. Not yet…You had never studied yet.

   A…Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type.Can introduce yourselves and others and can ask and answer questions about personal details such as where you lives, people you know and things you have.Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help.

   B…Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc.Can produce simple connected text on topics that are familiar or of personal interest.Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

   C…Can express ideas fluently and spontaneously without much obvious searching for expressions.Can use language flexibly and effectively for social, academic and professional purposes.Can produce clear, well-structured, detailed text on complex subjects, showing controlled use of organizational patterns, connectors and cohesive devices. [↑](#footnote-ref-4)
4. Not yet…You had never studied yet. A = Beginer; B = Amateur; C = Master [↑](#footnote-ref-5)
5. From month/year to month/year.(Từ tháng/năm đến tháng/năm). [↑](#footnote-ref-6)