

Photo

Application for Management Trainee 2019



Your Career Path Begins at BCM



Important Notes

1. Personal Information Collection Statement (PICS) pertaining to Recruitment -The personal data collected in the application form will be used by our Group to assess your suitability to assume the job duties of the position for which you have applied and to determine preliminary remuneration, bonus payment, and benefits package to be discussed with you subject to selection for the position.

Personal data collected in the application form are regarded as mandatory for selection purposes. Failure to provide these data may influence the processing and outcome of your application. It is our policy to retain the personal data of unsuccessful applicants for future recruitment purposes for a period of one year. When there are vacancies in our subsidiary or associate companies during that period, we may transfer your application to them for consideration of employment.

Under the Personal Data Protection Law, you have a right to request access to, and to request correction of, your personal data in relation to your application. If you wish to exercise these rights, please complete our "Personal Data Access Form" which can be obtained from our Human Resources Department and forward it to our Head of Human Resources at Av. da Praia Grande No. 572, Edf. BCM, 7 andar, Macau.

- 2. Please complete (in English) and submit this application form together with your educational certificates and employment reference letters before **31 March 2019** via: (Please quote Ref: MT 2019 on your application)
 - Mail: Fiona Chiu, Human Resources Department, Av. da Praia Grande No. 572, Edf. BCM, 7 andar, Macau
 - E-mail: career@bcm.com.mo
- To know more about us, please visit <u>www.bcm.com.mo</u>.



Personal Particulars

	Surname	First Name	Other Name	
Name (English) (Mr. / Mrs. / Ms.)				Name (Chinese)
Macau / PRC / ID Card No.	Date of	f Birth	Place of Birth	Nationality
Home Address	,			-
Home Telephone Number	Mobile	Phone Number	E-mail Address	
Earliest Date Available (dd/mm/yy)	I	Expected S	alary	

Education

Tertiary Education						
From	То	Name of University	Major		Honour Attained/ Cumulative GPA	
(mm/yy)	(mm/yy)					
		Secondary Educati	ion			
From	То	Name of College/ School	Name of College/ School		Level Attained	
(mm/yy)	(mm/yy)					

Professional Qualifications

Year	Professional Qualifications	Level Attained



Extra-curricular Activities / Community Services (please start with the most recent first)

From	То	Name and Size of Association	Position	Specific Achievement
(mm/yy)	(mm/yy)			

Employment History (please start with the most recent first)

From	То	Name and Nature of Company	Position Held	Full-time/	Basic Salary	Reason for leaving
(mm/yy)	(mm/yy)			Part-time	(MOP)	

Language & Computer Skills (please ✓ your level of language proficiency)

		Proficient	Good	Basic
English	Written	()	()	()
	Oral	()	()	()
Chinese	Written	()	()	()
Cantonese	Oral	()	()	()
Putonghua	Oral	()	()	()
Portuguese	Written	()	()	()
	Oral	()	()	()
Others:	Written	()	()	()
	Oral	()	()	()
Computer Skil	ls (please specify):			English Typing: wpm
				Chinese Typing: wpm

References (please do not list relatives or former employers)

Name	Occupation	Telephone No.



Career Interest

	Please rank 1-3 ((1=highest, 3=lowest) to indicate y	our interest in	career development
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give untrue or false information herein.		
Have you been dismissed by any of your previous employer ☐ Yes ☐ No If yes, please specify: I hereby declare that all data given herein is true and co	\(\square\) Yes	applied for any position(s) in the past in BCM? \[\text{No}\] If yes, please specify: \[\text{edge that I will be subject to summary dismissal should} \]
Have you been bankrupt? ☐ Yes ☐ No	Have you □ Yes	ever committed any criminal offence?
Declaration		
with do you think you are suitable for this position:		
Self Description (in 100 words) Why do you think you are suitable for this position?		
Other Information (Please use this space to provide an	y additional informat	ion that you feel important for considering your application.
Retail Banking Internal Operations	()	
Commercial Banking	()	

Date

Signature