

Hong Kong Baptist University

Learning Commons

**Student Helper 2020-2021**

**Application form**

Notes:

1. Please submit the application form and your resume by hand to the Learning Commons (AAB-L4) during the office hour (Weekday: 09:00-18:00) or to [learningcommons@hkbu.edu.hk](mailto:learningcommons@hkbu.edu.hk).
2. Interview will be arranged for shortlisted applicants. Those not invited for interview may consider their applications unsuccessful.
3. Please read the information of Learning Commons at our homepage (<https://sa.hkbu.edu.hk/cls/lc/>) before completing the application form.

Personal Particulars	
Name	: _____(English) _____(Chinese)
Date of Birth	: _____(day/month/year) Gender : <input type="checkbox"/> M <input type="checkbox"/> F
Student I.D.	: _____ Studying Year (2020-21) : _____
Studying Programme	: _____ Hall Residence (Sem 1) : <input type="checkbox"/> Yes <input type="checkbox"/> No
Residential Address	: _____ _____
Mobile Phone No.	: _____

Extra-Curricular Activities <i>(reverse chronological order)</i>	
Years attended	Activities Participated

  

Working Experiences <i>(reverse chronological order)</i>	
Date (From/To)	Position and Duties

**Reasons for applying for this position:**


**Your personality/character that you consider being an advantage to this position:**


Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

**Personal Information Collection Statement**

1. The purpose of collecting personal data by means of this form is to process your application.
2. It is the Office's policy to retain the personal data of applicants on reserve for a period of not more than 1 year. Thereafter, the application together with all materials provided will be disposed of.
3. The personal data collected will not be disclosed by us to any other party without your prior consent.
4. Under the Personal Data (Privacy) Ordinance, you have the right to request access to and correction of your personal data in relation to this application. For such request, please contact the Learning Commons: 3411 6480.

