## \*\*RECRUITMENT INFORMATION FORM FOR BUSINESSES\*\* \*\*ON THE WEBSITE IUJOBHUB.COM\*\*

1. Company information				
Company name:				
Tax number:				
Office address:				
Factory address (if any):				
Type of Business:  [ ] State-owned enterprise [ ] Non-state e [ ] State agencies [ ] Business households	nterprise [ ] Foreign invested enterprise [ ] Individual			
Tel: En	ail:			
Business sectors*:				
[ ] Agriculture, forestry, and fishery	[ ] Mining			
[ ] Industry, processing, and manufacturing	[ ] Construction			
[ ] Production and distribution of electricity, gas, steam, and air conditioning	[ ] Water supply, sewage management, and waste management			
[ ] Transportation and warehousing	[ ] Accommodation and food services			
[ ] Information and communication	[ ] Financial, banking, and insurance			
[ ] Real estates	[ ] Activities in science and technology			
[ ] Administrative and customer services	[ ] Education and training			
[ ] Healthcare and social support	[ ] Arts and entertainment			
[ ] Retail and wholesale; repair of vehicles	[ ] Activities of the Communist Party, social and state management, national security			
[ ] Employment and household jobs	[ ] Other services			

			] Activities of international organizations			
2. Recruitme	ent information					
Job title:				Numbe vacanc	er of ies:	
Job description	on:					
Position*:[]	Staff [ ] Leader [ Other (if any):	_	Manager			
Qualification *:	[ ] No training [ ] Vocational certificate under 3 months [ ] Intermediate level [ ] Bachelor's degree [ ] Doctorate	3	[ ] Basic level [ ] College [ ] Master's degree	<u>.</u>	Field of study:	
Other qualifications	1: 2:					
Vocational sk	ill:	I	Level:			
Language proficiency	Language 1:	e 	[ ] Good	] Avera	age te	
Computer skills	[ ] Office software  Proficiency level: [ ] Excellence			] Avera		

	Proficiency level:	[ ] Excellence [ ] Good [ ] Average			
	[ ] Communicatio	n [] Presentation [] Time management			
Soft Skills	[ ] Human Resour	ce Management [ ] Reporting [ ] Adaptability			
	[ ] Teamwork	[ ] Ability to work independently [ ] Resilience			
	[ ] Managing and	Supervision [ ] Critical Thinking			
	[ ] Other:				
Experience 1	requirement:				
[ ] No requi years	rement; [ ] Less th	an 1 year; [] From 1 to 2 years; [] From 2 to 5 years; [] Over 5			
Proposed wo	orkplace:				
Type of emp	oloyment contract:	[ ] Indefinite [ ] Fixed term under 12 months			
	[ ] Fixed to	erm from 12 to 36 months			
Additional re	equirements: [ ] Shi	ft work; [ ] Business trips;			
Working typ	e:[]Fulltime;[	] Part-time [ ] Remote			
Work purpos	se: [ ] Long-term en	nployment; [ ] Temporary; [ ] Làm thêm			
Salary: - Mo	onthly salary (VND)				
	-[] To be negotiate	ed during the interview			
	-[] Commission ba	ased on revenue/products			
Benefits	Meals: [ ] 1 meal;	[ ] 2 meals; [ ] 3 meals; [ ] In cash:; [ ] No support			
	[ ] Social insurance, health insurance, unemployment insurance; [ ] Life insurance; [ ] Severance pay; [ ] Nursery				
	[ ] Shuttle service; [ ] Travel support; [ ] Dormitory; [ ] Housing support; [ ] Training				
	[ ] Accessibility for people with disabilities [ ] Opportunities for advancement				
	[ ] Other				
Working	Workplace	[ ] Indoors; [ ] Outdoors; [ ] Mixed			
conditions	Lifting weight	[ ] Under 5kg [ ] From 5 - 20 kg [ ] Over 20kg			

	Standing or walking	[ ] Almost none; [ ] Average; [ ] Requires a lot of standing/walking	
	Listening and speaking	[ ] Not necessary; [ ] Basic listening and speaking; [ ] Importa	nt
	Vision	[ ] Normal level; [ ] Able to see small objects/details;	
	Hand operations	[ ] Assembling large items; [ ] Assembling small items; [ ] Assembling very small items	
	Using both hands	[ ] Requires both hands; [ ] Sometimes requires both hands; [ ] hand only; [ ] Left; [ ] Right	One
Priority gro	up: [ ] People with	disabilities; [ ] Demobilized military personnel;	
[ ] People f	From poor or near-po	or households	
[ ] Ethnic n	ninorities; [ ] Othe	r (if any)	
Type of rec	ruitment:		
[ ] Direct			
Address	for submitting appli	cations:	
 	ne;		
Tel:			
[ ] Submit	CV online		
Recruitn	nent email:		
Applicat	ion link:		
Recruitmen	t deadline: date n	nonth year 20	
3. Recruitn	nent contact person		
Full name:.		Title:	
		Email:	
Tel:			
		[ ] Yes [ ] No	
Other conta	ct method (if any):		

date.... month....year ......

Information provider

(signed, full name)