



聖公宗(香港)小學監理委員會有限公司
Anglican (Hong Kong) Primary Schools Council Limited

機密
CONFIDENTIAL

屬校校長職位應徵表格

Application Form for the Post of Principal
of the Primary Schools Under the Auspices of the Council

此欄由本會填寫
For Official Use Only
申請編號
Application No.

- 備註:
- 應徵者請於**2025年10月3日**或之前將填妥之應徵表格連同教育理念及抱負短文(中、英文各一份, 每份字數以一千為限), 寄交香港上亞厘畢道一號2-4室聖公宗(香港)小學監理委員會有限公司「校長遴選委員會主席」收。信封面請註明「應徵-機密」。所有以電郵或其他電子方式(包括所有外置式儲存媒體)遞交之申請將不獲處理。
 - 初步入選者通常於截止日期後兩星期內另獲通知約見。未獲選錄者恕不另函通知。
 - 本會將於選聘期間要求應徵者出示有關第II、III、IV及V部份所申報之學歷證書及工作經驗證明文件以供核對。
 - 應徵者所提供之資料將用作招聘、人事或僱傭有關事宜, 並會供有關委員會及屬校或其他處理招聘、人事或僱傭事宜之人士查閱。招聘程序完成後, 未獲取錄之應徵者資料, 當無需保留時將全部銷毀。
 - 因應「性罪行定罪紀錄查核」機制經已實施, 本會要求有關職位的准僱員(校長)進行性罪行定罪紀錄查核的申請, 並授權本會及相關聘用學校查詢查核結果。
 - 根據教育局通告第13/2022號, 公營學校新聘任教師《基本法》測試要求, 由2023/24學年起, 所有公營學校新聘任的常額教師必須通過《基本法及香港國安法》測試要求, 方可獲考慮聘用。
 - * 請刪去不適用者; □請在適當的方格內加上「✓」號。
- Notes:
- By 3 October 2025**, the completed Application Form together with the vision and mission in education of the Applicant, in both Chinese and English version, with no more than 1,000 words respectively, should be returned to the Chairman of the Principal Selection Committee, Anglican (Hong Kong) Primary Schools Council Limited, Rooms 2-4, 1 Upper Albert Road, Hong Kong. Please mark “Application – Confidential” on the envelope. Applications submitted through email or other electronic means (All kinds of external storage devices) will NOT be processed.
 - Shortlisted candidates will be invited to an interview normally within two weeks after the closing date for application. The Applicant may consider his/her application unsuccessful if he/she does not hear from us thereafter.**
 - The Applicant will be required to produce documentary evidence pertaining to the qualifications and working experience (where appropriate) in Sections II, III, IV & V for verification.
 - The information supplied will be used for recruitment or personnel/employment-related matters by the Council. It will be accessible to officers, committees, primary schools or persons who will process recruitment or personnel/employment-related matters. Information on all unsuccessful candidates will be destroyed after the recruitment exercise when no longer required.
 - Following the implementation of Sexual Conviction Record Check (SCRC) Scheme, the Council will request the prospective employees (principals) to undergo the SCRC check and authorize the Council and the employer primary school to access the check result.
 - According to Education Bureau Circular No.13/2022, starting from the 2023/24 school year, newly-appointed regular teachers in all public sector schools are required to pass the Basic Law and National Security Law Test in order to be considered for appointment.
 - * Please delete as appropriate; □ please ‘✓’ the appropriate box.

I. 應徵者的個人資料 Personal Particulars of the Applicant

英文姓名 (須與香港身份證相同)(姓氏先行) Name in full (English) (as on HKIC)(Surname first)		* 稱謂 先生 / 女士 * Title Mr. / Miss / Ms. / Mrs.
中文姓名 (須與香港身份證相同) Name (Chinese) (as on HKIC)	出生日期 Date of Birth	* 香港身份證號碼 * Hong Kong Identity Card No.
註冊教師號碼 Teacher Registration No.	註冊日期 Date of Registration	電子郵址 E-mail Address
聯絡電話 (住宅) Contact Phone No. (Home)	(辦公室) (Office)	(手機) (Mobile)
通訊地址(中文)		
Correspondence Address (in English)		

應徵者姓名 Name of the Applicant: _____

住址 (如與上址不同) Residential Address (if different from above)		
宗教 Religion	所屬教會及堂區 Church	洗禮/堅振禮日期 Baptism / Confirmation Date
教會服務事工 Service in Church		
社區服務紀錄 Community Service		

II. 教育 (請順序列出) Education (in chronological order)

由From 月 / 年 Month / Year	至To 月 / 年 Month / Year	曾就讀的中學、大專及大學名稱(如非本港,請註明) Schools, Colleges, Universities, etc. Attended (Please specify country, if not in Hong Kong)	就讀課程 Course Attended

III. 學歷及專業資格 (請順序列出) Academic & Professional Qualifications (in chronological order)

學歷 / 專業資格 (包括校長資格認證) Academic / Professional Qualifications (Including Certification for Principalship)	頒發機構 Issuing Authority (Please specify country, if not in Hong Kong)	考獲日期 Date Attained	合格的科目及成績 (例如:良、中級、二級甲等榮譽學位等) Subjects Passed and Grade/ Level Attained (e.g. Credit, Intermediate, Second Class Honours Division I, etc.)	此欄由本會填寫 For Official Use Only 學歷正本呈核 Original Document Available		
				是 Yes	否 No	備註 Remarks

應徵者姓名 Name of the Applicant: _____

IV. 工作經驗 (請順序列出) Working Experience (in chronological order)

由From 月 / 年 Month / Year	至To 月 / 年 Month / Year	工作機構 Name of Employer	職位 Position	全職 / 兼職 Full-time / Part-time	職責簡述 Scope of Duties

V. 校內晉升(請順序列出) Promotion in Schools (in chronological order)

由From 月/年 Month / Year	至To 月/年 Month / Year	工作機構 Name of Employer	職位及職級 Position & Rank	職級說明 Ranks Description
				文憑教師CM/助理小學學位教師APSM
				主任AM /小學學位教師PSM
				高級小學學位教師SPSM
				高級助理教席SAM /二級小學校長HM2
				首席助理教席PAM /一級小學校長HM1
				如為署任職級請清楚列明乃署任職級
				For any acting position and rank, please specify accordingly.

VI. 諮詢人Referees

(請提供能就你的工作能力及品格給予評價的兩位非近親人士的資料及聯絡方法, 本會在決定聘用你前, 可能會諮詢他們。 Please supply information and contact of two persons who can comment on your capabilities and conduct. They must not be your next of kin. Before the Council decides to offer you a post, we may contact them and seek their references.)

姓名 Name	職銜、工作機構及地址 Position, Name & Address of Place of Work	電話號碼 Telephone No

VII. 其他Others

1. 應徵者如有親屬現於本會或本會屬校任職, 請列明:

If you have relatives currently employed by the Council or the primary schools under the auspices of the Council, please state:

姓名 Name	職銜、工作機構 Position & Name of Organization	與應徵者的關係 Relationship

2. 本人曾向貴會申請校長職位 是, 請註明年份 Yes, in (Year)_____ 否No
I have previously applied for the post of Principal of the primary schools under the auspices of the Council.

VIII. 聲明Declaration

本人謹此聲明I hereby declare that:

1. 本人 * 從未 / 曾經 在香港或其他地方因犯刑事罪行被法庭定罪(不包括根據《罪犯自新條例》被視為「已失時效」的刑事定罪記錄)。(備註:曾犯刑事罪行者,未必不獲錄用。)
I * *have / have not been* convicted of a criminal offence in a court of law in Hong Kong or elsewhere [excluding any record(s) of conviction regarded as "spent" under the Rehabilitation of Offenders Ordinance] (Note: A criminal conviction is not necessarily a barrier to employment.)

如有,請列明詳情_____

If yes, please provide the details

2. 教育局 * 從未 / 曾經 取消 / 拒絕 本人之教師註冊。
My registration / permission status as a teacher * *has been / has not been* cancelled / refused by the Education Bureau.

如有,請列明詳情_____

If yes, please provide the details

3. 本人 * 同意 / 不同意 進行性罪行定罪紀錄查核,並授權貴會及相關聘用學校查詢查核結果。(請參閱本申請書之備註5。)
I * *agree / do not agree* to undergo Sexual Conviction Record Check, and allow the Council and the employer primary school to have access to the checking result. (Please refer to Note 5 in this Form.)

4. 本人以上所提供之資料均屬真實,如獲聘任,本人將提供有關身份及資歷文件之正本予貴會及/或相關聘用學校查核。本人明白倘若故意虛報資料或隱瞞重要事實,貴會及/或相關聘用學校可取消已發出之口頭或書面聘約,或縱使本人已獲聘任仍可遭解僱。
The information given above is correct and complete to the best of my knowledge. I will produce the original copies of all identification and qualification documents as and required by the Council and/or the employer primary school. I understand that if I knowingly supply false information or withhold any material information, the Council and/or the employer primary school have the right to rescind any verbal/written offer of appointment and I shall render myself liable to dismissal even if I am eventually appointed by the Council and/or the employer primary school.

5. 本人授權貴會及相關聘用學校就上述目的將本人提供的資料披露予本申請書上所列的有關人士及機構,並同意貴會及/或相關聘用學校在考慮本人的職位申請時,可向上述諮詢人查詢本人的工作及品格紀錄,而本人亦授權上述諮詢人向貴會及/或相關聘用學校披露有關資料。
I authorize the Council and the employer primary school to disclose relevant data that I have provided to the person(s) and organization(s) as stated for the above purpose(s) in this Form, and I hereby give my consent to the Council and the employer primary school to obtain and the referee(s) listed above to release information regarding my employment and conduct for the consideration of my job application.

日期
Date

應徵者簽署
Signature of the
Applicant