**求人情報**受付日

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 企業情報 | ふりがな |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 創　業 | | | | | |  | | | | | | | | 年 | | |
| 企業名 |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 資本金 | | | | | |  | | | | | | | | 円 | | |
| 従業員数 | | | 企業全体 | | | | | | | |  | | | 人 | | |
| 所在地 | 〒 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 就業場所 | | | | | | | |  | | | 人 | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | （うち女　性 | | | | | | | |  | | | 人） | | |
| （うちパート | | | | | | | |  | | | 人） | | |
| 最寄駅・バス停（ | | | | | | | | |  | | | | | | | | ）から | | |  | | | | | | | 分 | |
| ﾎｰﾑﾍﾟｰｼﾞ |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 加入保険等 | | | | | | |  | | | | | | | | | |
| 事業内容 |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | □雇用　□労災　□健康　□厚生  □退職金制度　　□財形貯蓄 | | | | | | | | | | | | | | | | |
| 会社の特徴 |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 定年制 | | | | | | | □有（一律　　歳）　　　□無 | | | | | | | | | |
| 育児休暇 | | | | | | | □有　　　□無 | | | | | | | | | |
| 特記事項（就業場所等） |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 介護休暇 | | | | | | | □有　　　□無 | | | | | | | | | |
| 年間休日日数 | | | | | | |  | | | | | | 日 | | | |
| 給与支払日 | | | | | | | 毎月 | | | | |  | 日 | | | |
| 求人内容 | 職種 |  | | | | | | | | | | | | | 仕事の内容 | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| 雇用形態 | □正社員　　　　　　　　　□正社員以外(契約社員、嘱託社員等)  □常用型派遣労働者　　　　□登録型派遣労働者 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 雇用期間 | □雇用期間の定めなし  □雇用期間の定めあり　令和　　年　　月　　日～令和　　年　　月　　日 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 学歴 |  | | | | | | | | | | | | | | 必要な経験等 | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| 必要な免許・資格 |  | | | | | | | | | | | | | | 年齢 | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| 勤務時間 |  | | ～ | | |  | | | | | | | | | 休日 | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| 賃金形態 | □月給　□日給月給　□日給　□時間給　□その他（　　　　　　　　　　　　） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| a 基本給 |  | | | | 円 | | | | ～ | | | |  | | | | | | | 円 | | | | | 住　　宅 | | | | | | | 単身用： | | | | □有　□無 | | | | | | | | | | |
| （月平均労働日数 | | | |  | | | | | 日） | | | | | | | | | | |  | | | | | 世帯用： | | | | □有　□無 | | | | | | | | | | |
| b 定額的に  支払われる手当 | | | |  | | | | | | | 手当 | | | | |  | | | | 円 | | | | | 通勤手当 | | | | | | | □実費　□定額（ | | | | | | | |  | | | | | 円） | |
|  | | | | | | | 手当 | | | | |  | | | | 円 | | | | | □無 | | | | | | | | | | | | | | |
|  | | | | | | | 手当 | | | | |  | | | | 円 | | | | | マイカー通勤 | | | | | | | □可　（　　　　　　　）  □不可（　　　　　　　） | | | | | | | | | | | | | | |
|  | | | | | | | 手当 | | | | |  | | | | 円 | | | | |
| 昇給  （実績） |  | | | 円～ | | | |  | | | | | | | | 円 | 賞与（実績） | | | | | | | | | | | |  | | | | | | 円～ | | | |  | | | | | | 円 | |
| 年 | |  | | | 回 | | | | | | |
| 応募・選考 | 採用人数 |  | | | 人 | | | | 応募書類 | | | | | | | | | □履歴書　　□職務経歴書　　□ジョブ・カード  □その他（　　　　　　　　　　　　） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 選考方法 | □書類選考　□面接選考　□適性検査  □筆記試験〔一般常識・専門・作文・その他(　　　　　　　　　　　　　　　)〕  □その他  試用期間中の賃金 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| 選考結果 |  | 日後 | | | | | 通知方法 | | | | | | | | |  | | | | | | | | 試用期間 | | | | | | | | |  | ヶ月 | | | |  | | | | | | | | 円 |
| 採用担当者 | 課係名／役職名 | | | | | | | | | | |  | | | | | | | | | | | 氏　名 | | | | | | | |  | | | | | | | | | | | | | | | |
| TEL | | | | | | | | | | |  | | | | | | | | | | | FAX | | | | | | | |  | | | | | | | | | | | | | | | |

ポリテクセンター福島