附件1

职业技能等级认定机构备案申请表

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 一、申请单位基本信息 | | | | | | | | | |
| 名称 | |  | | | | | | | |
| 地址 | |  | | | | | | | |
| 注册登记机构 | |  | | | | | | | |
| 统一社会  信用代码 | |  | | | | | | | |
| 负责人 | |  | 职务 |  | | 电话 | |  | |
| 联系人 | |  | 职务 |  | | 电话 | |  | |
| 电子邮箱 | |  | | | | | | | |
| 规章制度文件（另附） | | | | | | | | | |
| 二、申请开展评价的职业（工种） | | | | | | | | | |
| 序号 | 职业（工种）名称 | | 职业编码 | | 工种名称 | | 等级 | | 认定依据（职业标准情况） |
| 1 |  | |  | |  | |  | |  |
| 2 |  | |  | |  | |  | |  |
| 3 |  | |  | |  | |  | |  |
| 4 |  | |  | |  | |  | |  |
| 5 |  | |  | |  | |  | |  |
| …… |  | |  | |  | |  | |  |

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| 三、具备的组织优势、专业优势等 | | | | | |
|  | | | | | |
| 四、场地设备等情况（权属证明材料另附） | | | | | |
| （一）场地情况 | | | | | |
|  | | | | | |
| （二）设施设备情况（权属证明材料另附） | | | | | |
| 序号 | 名称 | 品牌 | 规格/型号 | 数量 | 所有权归属 |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| …… |  |  |  |  |  |
| （三）计算机考务管理及视频监控设备配置情况 | | | | | |
|  | | | | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 五、人员情况（技术技能水平证明复印件另附） | | | | | | | | | | | | | | | |
| （一）专职工作人员情况 | | | | | | | | | | | | | | | |
| 序号 | 姓名 | | | 身份证号 | | | 职务/职称 | | | 学历 | | | 主要工作职责 | | |
| 1 |  | | |  | | |  | | |  | | |  | | |
| 2 |  | | |  | | |  | | |  | | |  | | |
| …. |  | | |  | | |  | | |  | | |  | | |
| （二）专家情况 | | | | | | | | | | | | | | | |
| 序号 | 姓名 | | 身份证号 | | | 所在单位 | | | 职务/职称/技能等级 | | | 学历 | | | 专业方向 |
| 1 |  | |  | | |  | | |  | | |  | | |  |
| 2 |  | |  | | |  | | |  | | |  | | |  |
| ….. |  | |  | | |  | | |  | | |  | | |  |
| （三）考评员情况 | | | | | | | | | | | | | | | |
| 序号 | 姓名 | 身份证号 | | | 所在单位 | | | 职务/职称/技能等级 | | | 学历 | | | 考评职业领域 | |
| 1 |  |  | | |  | | |  | | |  | | |  | |
| 2 |  |  | | |  | | |  | | |  | | |  | |
| ….. |  |  | | |  | | |  | | |  | | |  | |
| （四）督导员情况 | | | | | | | | | | | | | | | |
| 序号 | 姓名 | 身份证号 | | | 所在单位 | | | 职务/职称/技能等级 | | | | | | 学历 | |
| 1 |  |  | | |  | | |  | | | | | |  | |
| 2 |  |  | | |  | | |  | | | | | |  | |
| ….. |  |  | | |  | | |  | | | | | |  | |
| 六、诚信承诺 | | | | | | | | | | | | | | | |
| 本人承诺申报材料真实有效，如有虚假，自愿退出。  法定代表人（签字）：  单位名称（公章）： | | | | | | | | | | | | | | | |