

**HUAZHONG AGRICULTURAL UNIVERSITY
FACULTY POSITION APPLICATION FORM**

**Applicant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Research Area:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Position Applied For:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Target School/College:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Prepared by the HZAU Human Resources Department*

**INSTRUCTIONS**

1. Submit **one printed copy** (double-sided) and **one electronic copy**
2. Adjust row numbers in the "Basic Information" section as needed
3. **Required Attachments**:
	* **Identity Documents**: Copies of diplomas/degrees, ID/passport, employment certificates
	* **Recommendation Letters**: 3 letters (including one from the PhD advisor) sent directly to the HR secretary's email
	* **Academic Achievements**:
		+ ≤5 representative full papers + first pages of other publications
		+ Patents, cultivar certifications, awards, academic appointments, etc.
4. **Disclosure**: State any relatives currently employed at HZAU (name/relationship), disciplinary/legal records, or other exceptional circumstances. Write "None" if not applicable.
5. Provide accurate, scientific information. Add pages if space is insufficient.

**I. BASIC INFORMATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name |  | Gender |  | Date of Birth |  | *Photo* |
| Political Status |  | Ethnicity |  | place of ancestry |  |
| Highest Degree |  | Current Title |  | Nationality |  |
| Language Proficiency |  | Health Status |  | Religion |  |
| E-mail |  | Phone |  |
| Current Research Direction (Keywords) |  |
| Position Type |  ☐ Teaching-Focused ☐ Teaching-Research Balanced ☐ Research-Focused |
| Mailing Address | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Zip: \_\_\_\_\_\_\_) |
| Education Background (From High School) | Period | Institution, Major & Degree | Advisor |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Employment History (Including Postdoc) | Period |

| Institution & Position |
| --- |
|  |  |

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|  |  |
|  |  |
|  |  |
| Professional Activities/Part-time Roles |  |
| Referees | (Name, Institution, Title, Contact Email/Phone): |
| 1.2.3. |
| Skills/Hobbies |  |
| Family Status: | ☐ Single ☐ Married (Spouse/Children Info: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |
| Disclosure | *(State relatives at HZAU or legal/disciplinary records. Write "None" if applicable.)* |

**II. PROFESSIONAL PROFILE**

**1. Research Experience & Achievements**

\*(≤1000 words. Include:

* 200–300-word summary of current research questions, significance, and innovation
* Thesis topics/key findings during MSc/PhD/Postdoc) \*

**2. Teaching Experience (≤500 words)**

**3. Publications & Conference Presentations**

\*(Categorize publications from past 5 years. For papers: Title, authors, year, journal, volume, pages, citations, IF (rank by quality; mark co-first authors with #, corresponding authors with\*)*. For books: Authors, title, publisher. For conferences: Name, date, organizer.)*

**4. Funded Projects**

*(Project name, source, budget, duration, and your role)*

**5. Patents & Innovations**

*(Patent dates/numbers/contributor order; release dates of cultivars/technologies)*

**6. Awards & Honors**

*(Award name, date, level, and your contribution; titles/talent program inclusions)*

**III. CAREER PLAN**

**1. Work Proposal**

*(Teaching: Proposed courses, bilingual instruction plans; Research: Direction, methodology, expected outcomes; Team/discipline-building strategies)*

**2. Resource Requirements**

*(Start-up funds, lab/office space, housing, spouse/children arrangements)*

**DECLARATION**

I confirm that:

* My employment history complies with all confidentiality/non-compete agreements
* All provided information is accurate and complete
* I will promptly assume duties if appointed

**Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**: ***/***/\_\_\_y-m-d

**FOR HR USE**

Verified that materials meet *HZAU Faculty Recruitment Guidelines* and this form's requirements.

**HR Officer Signature**: \_\_\_\_\_\_\_\_\_\_ **Date**: ***/***/\_\_\_y-m-d