河南省企业技能等级认定备案申请表

**单位名称**

**单位地址**

**法定代表人　　 电话**

**联系人 　 电话**

**填报时间 年 月 日**

**河南省人力资源和社会保障厅制**

**河南省企业技能等级认定机构备案申请表**

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| **企业名称** | | | |  | | | | | | | | | | | | | |
| **地　址** | | | |  | | | | | | | | | | | | | |
| **注册登记机构** | | | |  | | | | | | | | | | | | | |
| **统一社会信用代码** | | | |  | | | **参保地** | | | | | |  | | | | |
| **联系人** | | | |  | | | **职务** | | | | | |  | | | | |
| **联系电话** | | | |  | | | **电子邮箱** | | | | | |  | | | | |
| **申请开展职业技能等级认定的职业（工种）** | | | | | | | | | | | | | | | | | |
| 序号 | | 职业编码 | | 职业名称 | 工种名称 | | 等级 | | | | | | | | | | 评价标准 |
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| **文件、规章制度清单（具体材料另附）** | | | | | | | | | | | | | | | | | |
| 序号 | | 名称 | | | 制定部门 | | | | | | | | 制定时间 | | | 备注 | |
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| **具备的组织和专业优势** | | | | | | | | | | | | | | | | | |
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| **场地情况** | | | | | | | | | | | | | | | | | |
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| **设施设备情况** | | | | | | | | | | | | | | | | | |
| 职业工种名称：  设备所在地： | | | | | | | | | | | | | | | | | |
| 序号 | | 名 称 | | | 规格/型号 | | | 数量 | | | | 权属 | | | | | |
| 1 | |  | | |  | | |  | | | |  | | | | | |
| 2 | |  | | |  | | |  | | | |  | | | | | |
| **信息化建设情况（含考务管理、考试技术、考场监控等）** | | | | | | | | | | | | | | | | | |
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| **人员队伍建设情况** | | | | | | | | | | | | | | | | | |
| 工作人员情况 | | | | | | | | | | | | | | | | | |
| 序号 | | 姓名 | 身份证件号 | | | 职务/职称/  技能等级 | | | 学历 | | | | | 主要职责 | | | |
| 1 | |  |  | | |  | | |  | | | | |  | | | |
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| 3 | |  |  | | |  | | |  | | | | |  | | | |
| **专家队伍** | | | | | | | | | | | | | | | | | |
| 序号 | 姓名 | | 身份证件号 | | | 职务/职称/技能等级 | | | | 学历 | | | | 专业方向 | | | 是否本单位人 |
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| **考评人员队伍** | | | | | | | | | | | | | | | | | |
| 序号 | | 姓名 | 身份证件号 | | | 职务/职称/技能  等级 | | | | 学历 | | | | 考评职业（工种） | | | 是否本单位人员 |
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| **内部质量监督人员队伍** | | | | | | | | | | | | | | | | | |
| 序号 | | 姓名 | 身份证件号 | | | 职务/职称/技能  等级 | | | | | 学历 | | | | 专业方向 | | |
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| 2 | |  | |  | |  | | | | |  | | | |  | | |
| 3 | |  | |  | |  | | | | |  | | | |  | | |
| 申　请  单　位  承　诺 | | | | 单位法定代表人对本表以上所填写内容及所提供材料真实有效性的承诺：  法定代表人签字： 盖单位（公章） 2022年1 月6日 | | | | | | | | | | | | | |
| 县 区  人 力  资　源  社　会  保　障  部　门  意　见 | | | | 年 月 日 | | | | | | | | | | | | | |
| 省辖市  人 力  资　源  社　会  保　障  部　门  意　见 | | | | 年 月 日 | | | | | | | | | | | | | |

注：申请开展职业技能等级认定的职业（工种）等可另附页；评价标准是指国家职业技能标准、行业技能等级标准或企业制定的技能等级评价规范。