

# 三影堂实习申请表

## Application for Three Shadows Internship



个人信息 Personal Information					
姓名 Full Name		性别 Gender		出生日期 Birthday	
民族 Nationality		文化程度 Education Level		邮箱 Email	
有效证件名称及号码 Identification Number				联系电话 Phone Number	
通讯地址 Address				紧急联系电话 Emergency Contact	

你是通过何种渠道了解到三影堂的实习生项目的? How did you initially learn about Three Shadows' Internship Programme?					
三影堂官方网站 Three Shadows Website		朋友/同事/亲人 Friend/Colleague/Relative		三影堂员工 Three Shadows Staff	
到访三影堂 Visited Three Shadows		参加工作坊 Attended Our Workshops		社交媒体 (微信、微博等) Social Media (Wechat, Weibo, etc.)	
三影堂宣传手册 Three Shadows Brochure		其他 (请具体说明) Other (please describe)			

实习偏好 Internship Preference					
请勾选你希望参与实习的部门 (可多选)。 Check off all departments in which you would be interested in interning.					
展览部门 Exhibition		媒体部门 Media		教育计划 Educational Programme	
艺术商店 Art Store		+3画廊 Plus 3 Gallery		馆藏系统 Archives	
艺术家驻地计划 Artist-in-Residence Program			其他 (请具体说明) Other (please indicate)		

教育背景 Education					
1	机构名称 Name of Institution:			就读时间 Start and Graduation Dates:	
	就读专业 Course of Study:			所获学历 Degree:	

<b>2</b>	机构名称 Name of Institution:	就读时间 Start and Graduation Date:
	就读专业 Course of Study:	所获学历 Degree:
<b>3</b>	机构名称 Name of Institution:	就读时间 Start and Graduation Date:
	就读专业 Course of Study:	所获学历 Degree:

**实习/工作/志愿经历**  
**Intern/Employment/Volunteer History**

<b>1</b>	公司名称 Company Name:	岗位名称 Position Title:
	起止时间(年/月/日) Duration(month/day/year)	
	请对其岗位职责进行简要说明 Briefly describe responsibilities	
<b>2</b>	公司名称 Company Name:	岗位名称 Position Title:
	起止时间(年/月/日) Duration(month/day/year)	
	请对其岗位职责进行简要说明 Briefly describe responsibilities	
<b>3</b>	公司名称 Company Name:	岗位名称 Position Title:
	起止时间(年/月/日) Duration(month/day/year)	
	请对其岗位职责进行简要说明 Briefly describe responsibilities	

**个人技能**  
**Special Skills & Talents**

请列举几项个人专长或相关的工作技能（如摄影、语言及等级、写作、办公软件和Adobe软件使用等）  
List any special skills or abilities (e.g. photography, languages and level, writing, softwares, etc.)

**到岗时间  
Availability**

参与实习项目的时间段（年/月/日） Dates Available to Participate in Internship Program (month/day/year):	从 From	到 To				
	/ /	/ /				
每周预计工作时长（按小时计） Number of hours per week desired:						
请确定每周的到岗时间（每周至少3天），完成下表： Fill in the chart below indicating your availability each day (at least 3 days per week):						
	星期日 Sunday	星期二 Tuesday	星期三 Wednesday	星期四 Thursday	星期五 Friday	星期六 Saturday
开始时间 From						
结束时间 To						

**个人陈述  
Personal Statement**

<p>除了上述的基本信息之外，我们还需要所有申请者提供一段简短的（约500字）个人陈述，具体需包含内容如下：你为什么对三影堂的实习项目感兴趣？该项目和你的未来规划有着怎样的相关性？</p> <p>In addition to the completed Internship Application Form, we request all applicants to provide us with a short (approximately 500 words) personal statement addressing the following: Why are you interested in an internship with Three Shadows, and how does it fit with your future plans?</p>	
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请将完成后的电子版表格发送至实习生项目负责人邮箱 [chenxinyi@threeshadows.cn](mailto:chenxinyi@threeshadows.cn)，如收到确认回复，请在到岗前将完整版表格打印好（包括补充说明页）并在报道时提交。

Please send the completed electronic form to [chenxinyi@threeshadows.cn](mailto:chenxinyi@threeshadows.cn). If you receive the confirmation reply, you need to print the full version form (including supplementary explanation page) and prepare to submit and sign it at the time of registration.

### **补充说明页（需在报到时确认并签署）**

三影堂摄影艺术中心致力于为在校学生提供平等的实习机会，并承诺为每一位按要求完成实习项目的实习人员提供相应的证明性文件。

申请者需保证以上信息的真实性、完整性和准确性，并保证未隐瞒任何影响与公司经营相关的信息。如获实习机会并不代表实习生与三影堂存在相互雇佣的劳动关系。三影堂仅对实习生实习周期内的行为负责，并给予相应的帮助及管理。实习期间，实习生需遵守三影堂的内部管理制度。按规定作息和工作。不随意调整工作时间，实习时间内的活动均需向三影堂报备。

申请人确认可以在\_\_年\_\_月\_\_日到岗，并依据公司要求完成实习期间的工作任务。

### **Supplementary explanation page (required to be signed and submitted at the time of registration)**

Three Shadows Photography Art Centre is committed to Equal Opportunity Employment and is committed to providing appropriate supporting documents for each intern who completes the internship programme as required.

By submitting this application, applicants are confirming that the information in it is complete, correct and true and to ensure that no information that affects the company's operations is hidden. If applicants are accepted, it does not mean that there is a mutual employment relationship between the intern and Three Shadows. Three Shadows is only responsible for the behavior of the interns during the internship period, and provides corresponding assistance and management. During the internship, the intern must follow the internal management system of Three Shadows and work according to regulations. It is not allowed to change the working hours by will, and the activities during the internship period must be reported to the responsible person.

The applicant confirms that he/she can arrive on / / and complete the work assignment during the internship according to the company's requirements.

申请人签名：  
Applicant Signature:

日期：  
Date: