



澳門大學  
UNIVERSIDADE DE MACAU  
UNIVERSITY OF MACAU

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## 2022/2023 學年研究生宿舍小導師申請表 AY2022/2023 House Tutor of Postgraduate House Application Form

### (A) 個人資料 Personal Information

中文姓名及英文拼音 Chinese Name & English Pinyin	性別 Gender
畢業院校 Graduated from	學生證號碼 Student I.D. No.
出生年月 Date of Birth	籍貫 Native Place
學院 Faculty at UM	主修專業 Major at UM
電郵地址 Email Address	累積平均積點 Cumulative GPA
於2022/2023 學年就讀年級 <input type="checkbox"/> 第一年碩士生 <input type="checkbox"/> 第二年碩士生 <input type="checkbox"/> 第三年碩士生或以上 Status in 2022/2023              First Year Master      Second Year Master      Third Year Master or Onwards <input type="checkbox"/> 第一年博士生 <input type="checkbox"/> 第二或第三年博士生 <input type="checkbox"/> 第四年博士生或以上 First Year PhD      Second or Third Year PhD      Fourth Year PhD or Onwards	
研究生宿舍地址（若暫無留空即可） Address in Postgraduate House (Leave blank if not available at the moment)	
聯絡電話 Contact Number	微信號 Wechat I.D.

### (B) 特定能力調查（選填） Specific Competences Survey (Optional)

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| <input type="checkbox"/> 大型活動策劃經驗<br>Large-scale event planning experience<br><input type="checkbox"/> 出色的宣傳品設計能力（熟練運用PS或AI）<br>Excellent propaganda materials design skills (proficient in PS or AI)<br><input type="checkbox"/> 動態攝影及後期修圖技巧<br>Dynamic photography skills & image retouching experience<br><input type="checkbox"/> 大型活動主持經驗及相關技能<br>Large-scale event hosting experience & related skills<br><input type="checkbox"/> 影音儀器設置和操作<br>Set up and manipulate Audio & Video system<br><input type="checkbox"/> 即時口譯/國際文化和經歷<br>Simultaneous interpretation/ international cultures & experience<br><input type="checkbox"/> 建立和管理雲端數據處理/收集/共享系統（如 Google Drive/ Oracle/ Salesforce, etc.）<br>Create and manage cloud-based data processing/collecting/sharing system (e.g. Google Drive/ Oracle/ Salesforce, etc.)<br><input type="checkbox"/> 外語（除英語，廣東話，普通話以外）<br>Foreign languages (except English, Cantonese, or Mandarin) | <input type="checkbox"/> 優秀的文案寫作能力<br>Excellent copywriting skills<br><input type="checkbox"/> 公眾號運營經驗<br>WeChat Official Account operation experience<br><input type="checkbox"/> 專業的視頻製作及剪輯經驗<br>Professional video production & editing experience<br><input type="checkbox"/> 籃球、足球技能或裁判證書<br>Basketball / Football Skills or related referee certificate<br><input type="checkbox"/> 微軟試算表函數（如 vlookup, pivot table）<br>Microsoft Excel Functions (eg vlookup, pivot table)<br><input type="checkbox"/> 網頁程式設計（如 Wordpress / Dreamweaver, etc.）<br>Website Design (e.g. Wordpress / Dreamweaver, etc.)<br><input type="checkbox"/> 其他 _____<br>Others _____ |
|--|--|

\* 如選取了上述任一項，請簡單說明你在該項能力上的一些技巧、經驗或心得。（150字以內）  
Please briefly elaborate your skills, experience, or thoughts on the option(s) you have chosen above. (Within 150 words)

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### (C) 主要的社團或工作經驗 Major Association/Working Experience in University/outside

學校/社團/公司名稱 Name of Uni./ Asso./Company	職稱 Position	工作類型/經驗/成果 Work Type /Experience /Tasks Achieved	時期 Period	
			由 From	至 To

### (D) 文章題目 Essay Question

除了填寫上述申請表外，請以短文形式回答以下三條問題。文字格式為 1.5 倍行高，12 點字形大小。請將短文隨此申請表格附上。

In addition to this application, please answer the following three questions in an essay format. Please format your answer as 1½ space, 12pt font, and attached to this application. The questions are:

1. 請簡明扼要地介紹自己（如興趣愛好性格特質等）。（50字以內）

Please introduce yourself briefly (e.g. interests, hobbies, personality traits, etc.). (Within 50 words)

2. 如果你成為 HT 的其中一位，你會採取甚麼行動以加強你與你所屬樓層住客的關係及溝通？（150字以內）

If you become one of the HTs, in order to strengthen your connection and communication with the residents of your own floor, what would you do? (Within 150 words)

3. 自新冠疫情爆發以來，研究生宿舍在澳門疫情到來之時會採取許多防疫抗疫措施，但並不是每位宿生都滿意並認真執行該措施。若發現自己樓層同學對學校和研究生宿舍採取的防疫抗疫措施表示不滿和不接受時，作為樓層HT的你將如何協調和幫忙解決這一問題？（150字以內）

Since the outbreak of the COVID-19 pandemic, Postgraduate House has taken various anti-pandemic measures. However, not all students are satisfied with the measures and take them seriously. If you find that students on your floor are dissatisfied with the measures and do not accept the measures issued by the university and the Postgraduate House, as an HT, how would you coordinate and help to solve this problem? (Within 150 words)

#### 收集個人資料聲明 Personal Data Collection Statement

澳門大學根據第1/2006號法律作為一所公立高等教育機構，將處理在本表格內所收集的個人資料作舉辦活動、提供服務及聯絡之用。  
The University of Macau being a public institution of higher education as set in Law No. 1/2006, will process the personal data collected on this form for activity organization, service providing and contact purposes.  
基於活動或服務所需，上述個人資料有可能轉交本澳或外地相關機構。Due to the needs of the activity or service, the personal data on this form may be transferred to other organizations in or outside Macao.  
申請人有權依法申請查閱、更正或更新其存於本校的個人資料。The applicants have the right to access, rectify or update their personal data stored at UM.

申請者簽名 Applicant's Signature

日期 Date

\*請親臨研究生宿舍辦公室（S3-G002）或電郵至michellewong@um.edu.mo（附件大小不超過10M）提交申請表連同文章題目回答及其他資料（如有），具體提交方式及日期如下表。只有入圍的候選人人才會被通知參加我們下一階段的面試，請密切關注您填寫的郵箱。

Please come to PGH Office (S3-G002) in person to submit the application form together with the answers to essay questions and other information (if any) or email to michellewong@um.edu.mo (Attachment size should not exceed 10M). The specific submission methods and periods are listed below. Only short-listed candidates will be informed to our interview sessions next stage, please pay close attention to your contact email.

學生類型 Student Type	提交申請方式 Submission Method	提交日期 Submission Period
在住學生 Current PGH student	親臨研究生宿舍辦公室（S3-G002）（ <u>推薦</u> ）或電郵提交 Come to PGH Office (S3-G002) in person ( <u>recommended</u> ) or send email	16-22/8/2022
即將入住新生 New PGH student	電郵至email to michellewong@um.edu.mo（附件大小不超過10M） Attachment size should not exceed 10M	22-28/8/2022