## 关于公开选拔临港集团财务金融部副总监的公告

为进一步深化干部人事制度改革，拓宽选人用人视野，根据《临港集团干部公开选拔和竞争上岗实施办法》的有关规定，经集团党委研究决定，现面向集团内外部公开选拔临港集团财务金融部副总监（集团职能部门副职岗位）一名。

1. **岗位职责及报名资格**
2. **岗位职责**

（1）根据集团战略规划和财务目标，协助财务金融部总监优化完善财务管理制度、财务核算体系和财务监控体系，进行有效内部控制，保证资产安全；

（2）负责外部财务信息披露，组织年报审计工作，保障会计信息质量；

（3）定期对集团财务状况和经营成果进行分析，并向上级领导提交分析报告；

（4）负责IPO等多层次、境内外资本市场财务相关事宜的筹备工作；

（5）对集团重大的投资、融资、并购等活动提供建议和决策分析，参与风险评估和风险控制；

（6）负责评估税务风险，规范税收行为，制定并落实税收筹划方案，降低集团税负水平；

（7）维持与政府相关部门、中介机构及其他外部业务的良好关系，保障集团利益及有效沟通；

（8）协助部门总监做好团队建设和培养工作。

1. **报名资格**

（1）能够坚持执行党的基本路线、方针和政策，有较强的政治责任感和大局意识；

（2）有较强的领导科学发展的能力，有较强的组织协调能力、专业技术能力；

（3）具有良好的工作作风，坚持解放思想、实事求是；能够与时俱进，开拓创新；

（4）熟悉财务预算、核算、分析等财务管理工作，有敏锐的洞察力和数据感觉，较强的财务分析能力、研究策划能力和市场判断能力；

（5）熟悉国家各项相关财务、税务、审计、金融法规和政策，对资本运作及企业风控具较深刻的认识；

（6）诚信廉洁、作风严谨、敬业负责，具有良好的沟通协调、表达及管理能力，高效的执行力和团队合作精神；

（7） 大学专科及以上学历，会计、审计等相关财务专业，中级会计师以上职称或同等职业资格；

（8） 10年以上财务相关管理工作经验。 担任多元化企业集团财务总监岗位或大型会计师事务所合伙人3年以上，有上市企业集团同岗位工作经验或上市企业审计项目负责人经验者可优先考虑。

**二、报名时间、方式和要求**

**1、报名时间**

2018年3月1日至3月18日。

**2、报名方式**

本次报名统一采取网上报名。报名材料以电子邮件的形式提交集团人力资源部邮箱gkzp@shlingang.com 。

1. **报名材料**

（1）《临港集团公开选拔干部报名表》电子版；

（2）学历证书（包括第一学历和继续教育学历）、学位证书、身份证、职称证书、职业资格证书、荣誉证书等证明材料扫描版。

**4、报名要求**

报名材料统一放在一个文件夹中，以（姓名+临港集团公开选拔干部报名材料）命名。凡报名材料未按照相关要求填写和提供，一律不予接收。报名人员必须对所提交材料的真实性负责，凡弄虚作假者，一经查实，即取消报名资格。

**三、选拔程序**

**1、 资格审查**

集团人力资源部对报名人员资格、所提交材料的完整性、真实性进行严格审查，于2018年3月25日前通知通过报名资格审查人员参加笔试。

**2、笔试**

拟于2018年4月上旬举行，具体时间另行通知。

**3、评审委员会评审**

笔试成绩合格者准予参加评审委员会评审，评审委员会由集团内部相关领导、职能部门负责人及外单位领导或专家等人员组成。评审过程如下：

1. 竞聘者进行竞聘演说，内容包括个人情况介绍、以往工作业绩介绍、对公开选拔岗位的认识及工作思路等。
2. 评审委员会提问，竞聘者回答。
3. 评审委员会成员进行评选投票。
4. **组织考察**

集团党委干部处根据评审委员会的评选结果对候选人进行组织考察。

1. **党委会讨论决定**

集团党委干部处根据评审委员会的评选结果和组织考察结果，研究提出任用建议，并提交集团党委会审议决定。

1. **公布选拔结果**

集团党委干部处根据党委会审议决定，公布选拔结果。结果公布后，未发现影响任用问题的，办理录用任职手续。根据集团相关规定，通过公开选拔任用的干部实行任职试用期制，试用期为一年，试用期满后，经考核合格的，正式任职；考核不合格的，则免去试任职务。

**四、任职后的管理及待遇**

公开选拔的干部办理录用任职手续后按临港集团中层干部管理办法进行管理，并享受相应待遇。

**五、工作纪律与监督**

1、竞聘人员要自觉遵守公开选拔工作有关规定，不准弄虚作假。

2、工作人员要严格遵守干部人事工作纪律，严格执行保密制度和回避制度。

3、对公开选拔中的违纪行为，知情者可向集团党委干部处检举、申诉，联系电话：38298049。党委干部处应当按照规定认真核实处理。

中共上海临港经济发展（集团）有限公司委员会

上海临港经济发展（集团）有限公司

2018年2月27日

附件：《临港集团公开选拔干部报名表》如下：

临港集团公开选拔干部报名表

报名岗位：临港集团财务金融部副总监

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **基本信息** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | | | | | | |  | | | | | | 性别 | | | | | |  | | | | | 婚姻状况 | | | | | |  | | | | | | 出生年月 | | | | | | | |  | | | | | | | | | 一寸  免冠  彩色  近照 | | | | | | | |
| 民族 | | | | | | |  | | | | | | 籍贯 | | | | | |  | | | | | | | | | | | 出生地 | | | | | | | | | | | | | |  | | | | | | | | |
| 住址 | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | 邮编 | | | | | | |  | | | | | | | | | | | | | | | |
| 身份证号码 | | | | | | |  | | | | | | | | | | | | | | | | | | | 移动电话 | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| 固定电话 | | | | | | |  | | | | | | | | | | | | | | | | | | | E-MAIL | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| 现工作单位 | | | | | | |  | | | | | | | | | | | | | | | | | | | 职务 | | | |  | | | | | | | | | | | | | | | | 任职时间 | | | | | | |  | | | | | | | |
| 学历 | | | | | | |  | | | | | | | | | | | | | | | | | | | 户籍地址 | | | | 省(市) 区 街道 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 目前劳动状况 | | | | | | | 1.在职人员 2.劳务聘用人员 3.失业人员 4.外省市引进人才 5.其它： （请打“√”） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **教育经历（含在职教育、培训）** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 日期（年/月） | | | | | | | | | | | | | | 学校、学院或大学名称 | | | | | | | | | | | | | | | | | | | 专业 | | | | | | | | | 毕业与否 | | | | | | | | 所获学位 | | | | | | 是否 全日制 | | | | |
| 由 | | | | | | 至 | | | | | | | | 是 | | | | | 否 | | |
|  | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | |  | | |  | | | | | |  | | | | |
|  | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | |  | | |  | | | | | |  | | | | |
|  | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | |  | | |  | | | | | |  | | | | |
|  | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | |  | | |  | | | | | |  | | | | |
| **工作经历** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 日期（年/月） | | | | | | | | | | | | 公司名称 | | | | | | | | | | | | | | | | | | | | | | 部门及职位 | | | | | | | | | | | 税前年薪 | | | | | | | 离职原因 | | | | | | | | |
| 由 | | | | 至 | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | |  | | | | | | | | |
| **技能状况** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 计算机及网络应用 | | | | | | | | | | | | | | | 1.精通 2.熟练 3.一般 4.生疏 | | | | | | | | | | | | | | | | | | | | 驾驶执照 | | | | | | 1.A照 2.B照 3.C照 4.无 | | | | | | | | | | | | | | | | | | | |
| 驾照号码： | | | | | | | | | | | | | | | | | | | |
| 语言能力 | | | | | | | 1.英文 2.国语 3.沪语 4.其它： | | | | | | | | | | | | | | | | | | | | | | | | | | | | 程度 | | | | | | 1.熟练 2.一般 3.差 | | | | | | | | | | | | | | | | | | | |
| 第二外语 | | | | | | | 1.日语 2. 德语 3.法语 4.其它： | | | | | | | | | | | | | | | | | | | | | | | | | | | | 程度 | | | | | | 1.熟练 2.一般 3.差 | | | | | | | | | | | | | | | | | | | |
| 爱好与特长 | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 专业资格证书/职称 | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | 获得时间 | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **其它情况** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 政治 面貌 | | |  | | | | | | | | | | | | | | 参加时间 | | | | | | | | | 年 月 日 | | | | | | | | | | | | 担任  职务 | | | | | |  | | | | | | | 民族 | | | | | |  | | | |
| 紧急状况联系人 | | | | | | | | | | 姓名 | | | | | | | | | | 关系 | | | | | | 地 址 | | | | | | | | | | | | | | | | | | 邮编 | | | | | | | 电话 | | | | | | | | | |
|  | | | | | | | | | |  | | | | | |  | | | | | | | | | | | | | | | | | |  | | | | | | |  | | | | | | | | | |
| **家庭主要成员及主要社会关系** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 称谓 | | | 姓名 | | | | | | | | | 出生日期 | | | | | | | | 政治面貌 | | | | | | | | 工 作 单 位 | | | | | | | | | | | | | | | | | | | | | | | | | | | 职业或职务 | | | | | |
|  | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
|  | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
|  | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
|  | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
|  | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
| **奖惩与成果** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 奖惩情况 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 学术成果 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **自我简介及主要工作业绩** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **声明** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 本人声明：上述资料客观真实，所填各项允许公司审查，如有不实，本人愿承担一切法律责任。  签名： 日期： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  |  |  | |  | |  |  |  |  | |  | |  | |  | |  |  | |  |  |  | |  | |  |  |  |  | |  |  | | |  | |  |  | |  | |  |  | |  | |  |  |  |  |  | |  |  | |  |  |  |  | |