# RICS Professional Resume 皇家特许测量师学会专业简历

## Basic Information 基本信息

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| Personal Information | 个人信息 |  | |
| Title | 头衔 | ☐Mr 先生 ☐Ms 女士 ☐Dr 博士 ☐Prof 教授 | Recent Photograph 请在下方插入近照 |
| Last Name | 姓氏拼音 |  |  |
| First Name | 名字拼音 |  |
| Local Name | 中文姓名 |  |
| Date of Birth | 出生日期 | 年 月 日 |
| Personal Post Code | 所在邮编 |  |
| Personal Address Chinese | 所在地址 |  | |
| Personal Address English | 英文地址 |  | |
| Personal E-mail | 个人邮箱 |  | |
| Personal Phone | 个人电话 |  | |
| Mobile Phone | 移动电话 |  | |
| Employment Information | 工作信息 |  | |
| Business Employer Name | 单位英文 |  | |
| Business Employer Local Name | 单位中文 |  | |
| Business Post Code | 单位邮编 |  | |
| Business Address Chinese | 单位地址 |  | |
| Business Address English | 英文地址 |  | |
| Business Department | 所在部门 |  | |
| Business Job Title | 所在职位 |  | |
| Business Email | 工作邮箱 |  | |
| Business Phone | 工作电话 |  | |
| Contact Reference | 联系偏好 |  | |
| Address Preference | 地址偏好 | ☐Personal个人 ☐Business工作 | |
| E-mail Preference | 邮箱偏好 | ☐Personal个人 ☐Business工作 | |
| Phone Preference | 电话偏好 | ☐Personal个人 ☐Business工作 ☐Mobile手机 | |
| Language Preference | 语言偏好 | ☐Mandarin 普通话 ☐English 英语 | |
| Other Information | 其他信息 |  | |
| Gender | 性别 |  | |
| Nationality | 国籍 |  | |

## Qualification & Employment 资质与履历

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| --- | --- | --- | --- | --- |
| Educational & Academic Qualification 教育与学术资质 | | | | |
| Please list all your educational & academic qualification. Add more rows if required. 请列出您所有的教育与学术资质。如有需要，请自行加行。   * Establishment should include your university or institution and location; 授予单位应该包括您的大学或研究所与具体地点； * Title is exact name of qualification, e.g BSc Building Surveying; 学历学位全称是指资质的确切名称，例如建筑测量学士或建筑测量本科； * Mode is mode of study, e.g Full Time, Part Time, Distance Learning, Work Placement. 学习方式是指学校的方式，例如全日制、非全日制、远程教育、工作实习。 * For qualifications approved for Direct Entry, please liaise with local offices for more details.   部分专业机构可以申请直接入会，相关资讯可联系当地办公室  *例如：特许金融分析师学院 (CFAI)、美国会计师协会 (AICPA)、国际注册商业房地产投资师协会 (CCIM)、中国测绘地理信息学会 (CSSMG)、中国对外承包工程商会 (CHINCA)、中国土地学会 (CLSS)、等专业机构；* | | | | |
| Establishment 授予单位 | Title 学历学位全称 | Mode 学习方式 | Start 始于 | End 止于 |
|  |  |  |  |  |
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| Professional Qualification & Professional Body Membership 专业资质与专业机构会员 | | | | |
| Please list all professional qualification & professional body membership. Add more rows if required. 请列出您所有的教育与学术资质。如有需要，请自行加行。   * Method is how was membership or qualification achieved, e.g. examination. 获取方式是指您如何获得会员或资质的，例如考试。 | | | | |
| Organisation 授予单位 | Grade 资质级别 | Method 获取方式 | Achieved Date 获得日期 | |
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| Employment History 工作履历 | | | | |
| Please list all relevant employer details to date, starting with the most recent, going back at least 10 years if needed. Add more rows if required. Please ensure you explain in detail your responsibilities. 请列出到目前的所有相关工作的具体信息，请从最近的开始写，SPA/SA人士请至少写满10年。如有需要，请自行加行。请确保您详细的解释了您的职责。 | | | | |
| **Total Years of Relevant Experience 合计相关工作经验年限** | | |  | |
| Employer Name 单位名称 | Job Title 职位名称 | Start Date 开始日期 | End Date 结束日期 | |
|  |  |  |  | |
| Overview of scope and responsibilities 工作范围与工作职责概况 | | | | |
|  | | | | |
| Employer Name 单位名称 | Job Title 职位名称 | Start Date 开始日期 | End Date 结束日期 | |
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| Overview of scope and responsibilities 工作范围与工作职责概况 | | | | |
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## Pathway Selection 专业路径选择

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| Select one pathway only | | 请仅选择一项 |
| Please refer to RICS Requirements and Competencies | | 请参考RICS要求与能力 |
| ☐ | Building Control | 建筑管控 |
| ☐ | Building Surveying | 建筑测量 |
| ☐ | Commercial Real Estate | 商业房地产 |
| ☐ | Corporate Real Estate | 企业房地产 |
| ☐ | Environmental Surveying | 环境测量 |
| ☐ | Facilities Management | 设施管理 |
| ☐ | Geomatics | 测绘 |
| ☐ | Infrastructure | 基础设施 |
| ☐ | Land and Resources | 土地与资源 |
| ☐ | Management Consultancy | 管理咨询 |
| ☐ | Mineral and Waste Management | 矿业和废物管理 |
| ☐ | Personal Property / Arts and Antiques | 个人财产/艺术品和古董 |
| ☐ | Planning and Development | 规划与开发 |
| ☐ | Project Management | 项目管理 |
| ☐ | Property Finance and Investment | 房地产金融与投资 |
| ☐ | Quantity Surveying and Construction | 工料测量与建造 |
| ☐ | Research | 研究 |
| ☐ | Residential | 住宅 |
| ☐ | Rural | 农村 |
| ☐ | Taxation Allowances | 税务减免 |
| ☐ | Valuation | 评估 |
| ☐ | Valuation of Businesses and Intangible Assets | 企业价值和无形资产评估 |

## Personal Statement 个人陈述

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| What has prompted you to join RICS? 什么促使您申请加入RICS？ |
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## 以下模块只供SPA/SA人士填写

## Senior Professional & Specialist Part 资深专业人士与专业特长人士部分

|  |  |  |  |
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| Senior Professional & Specialist Eligibility资深专业人士或专业特长资格要求 | | | |
| Applicants for Senior Professional & Specialist must have 10 years’ relevant experience. This is reduced to 5 years if you have an undergraduate degree (or equivalent professional qualification) and a relevant post-graduate degree (master’s level or higher). 资深专业人士申请人必须拥有10年以上的相关工作经验。如您有本科学历与相关研究生学位（硕士层次或以上），年限可降至5年。 | | | |
| Definition 定义 | | | |
| **SPA** | A Senior Professional is an individual with advanced responsibilities who is recognised for their impact and career progression within the profession. 资深专业人士是指业内因其影响力与职业发展而被认可且具有更高职责的个人。 | **SA** | A Specialist is an individual delivering enhanced services who is recognised for their impact  and authority within the profession. 专业特长人士是指业内因其影响力与权威性而被认可且能够提供更高服务的个人。 |
| Please Select One Route Only（SPA or SA） and Indicators请仅选择一项路径和相应的指标Select all the indicators that demonstrate your seniority or specialist area of work. 请选择所有能够证明您的资深或专长工作领域的指标 | | | |
| ☐ | Senior Professional 资深专业人士 (SPA) | | |
| **Mandatory Indicators 必选指标（选择资深专业人士的,以下三个指标必须勾选）** | | | |
| ☐ | Leadership 领导力 | ☐ | Managing people (level, numbers) 人员管理 （层次、数量） |
| ☐ | Managing resources (extent, amount, type) 资源管理（程度、数量、类型） | | |
| **Optional Indicators 可选参考指标（至少选一项）** | | | |
| ☐ | Position in the organisation structure (title, function) 组织结构中的职位（职位、职能） | ☐ | Decision making (level, impact) 决策制定（层次、影响） |
| ☐ | International dimension (Experience) 国际维度（国际经验） | ☐ | Client base (type, profile) 客户基础（类型、背景） |
| ☐ | Recognition from peers, media, professional bodies, or industry stakeholders (adviser, author, contributor, board member) 来自同行、媒体、专业机构或行业相关利益人的表彰认可 （顾问、作者、特殊贡献、理事会成员） | ☐ | Other (please identify) 其他（请指出） |
|  | | | |
| ☐ | Specialist 专业特长人士 (SA) | | |
| **Optional Indicators 可选参考指标（至少选一项）** | | | |
| ☐ | Position in the organisation structure (title, function, decision-making, who else in the organisation provides your level of services) 组织结构中的职位（职位、职能、决策、是否有提供相同层次服务的同事） | ☐ | Publications (articles in journals, technical authorship) 出版作品（期刊文章、技术专属） |
| ☐ | Dispute resolution (specific technical area) 纠纷解决（特定技术领域） | ☐ | Appointment by governance or judicial body (expert witness, advisor) 政府或司法机构的任命（专家证人、顾问） |
| ☐ | Degree qualification beyond master’s level (PhD or similar) 高于硕士层次的学历资质（博士或同等） | ☐ | Record of speaker (high level conferences) 发言嘉宾记录（高层次会议） |
| ☐ | Record of lecturing or formal training 授课或正规培训的记录 | ☐ | Record of consultancy work (specialist) 咨询工作记录（专长工作领域） |
| ☐ | Recognition from peers, media, professional bodies, or industry stakeholders (adviser, author, contributor, board member) 来自同行、媒体、专业机构或行业相关利益人的表彰认可 （顾问、作者、特殊贡献、理事会成员） | ☐ | Other (please identify) 其他（请指出） |
|  | | | |
| Behaviours行为举止 | | | |
| Select at least one behaviour that demonstrate how you: 选择至少一项行为举止证明您如何： | | | |
| ☐ | Pursue opportunities to develop the industry and profession 寻求发展行业与专业的机会 | | |
| ☐ | Advocate best practice standards 倡导最佳实践标准 | | |
| ☐ | Take responsibility to deliver professionalism 承担传递专业水准的职责 | | |
| ☐ | Act with integrity to promote responsible business 做事有诚信并推广有责任的业务 | | |
| Profile Statement背景陈述 | | | |
| You must provide a written statement (maximum 400 words) to demonstrate your senior profile or specialist profile. You should consider your profile on two bases: 1. What you are doing? Reference the indicators to demonstrate your responsibilities and activities as a senior professional or the services you deliver and your activities as a specialist. 2. How you are doing it? Reference the behaviours to demonstrate your progression and impact as a senior professional or your authority and impact as a specialist. 您必须提供一份书面陈述（最多400英文词、800中文字）证明您的资深背景或专长背景。您应该从两方面考虑您的背景： 1. 您是做什么的？参考您选择的参考指标证明您作为资深专业人士的职责与行为，或您作为专业特长人士服务交付与行为。 2. 您是如何做的？参考您选择的行为举止证明您作为资深专业人士的晋升与影响力，或您作为专业特长人士的权威性与影响力。 | | | |
|  | | | |
| Organisation Chart 组织结构图 | | | |
| You must provide an organisation chart or description of the organisation structure (in context of your role). 您必须提供一份组织结构图或组织结构描述（说明您的上下级关系） | | | |
|  | | | |

Please send this form to **rics@bjtu.edu.cn**

[请将该表格填完后发至:**rics@bjtu.edu.cn**](mailto:请将该表格填完后发至:risc@bjtu.edu.cn)

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