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| **新進人員試用評核表** | | | |
| **填寫日期\*：** | | | |
| **姓名\*** |  | **員工編號\*** |  |
| **單位\*** |  | **職位\*** |  |
| **出生日期\*** |  | **婚姻\*** |  |
| **學歷\*** |  | **學校/科系\*** |  |
| **到職日\*** |  | **試用期薪資** |  |
| **試用期間\*** |  | | |
| **出勤狀況** |  | **獎懲表現** |  |
| **評核項目** | | | |
| **專業知識** |  | | |
| **績效表現** |  | | |
| **主管評核** |  | | |
| **評核結論** |  | | |
| **備註** |  | | |