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| **員工轉正申請表** | | | |
| **填寫日期\*：** | | | |
| **申請人\*** |  | **所屬部門\*** |  |
| **職務\*** |  | **入職日期\*** |  |
| **規定試用期\*** | 至 | | |
| **轉正類別** |  | | |
| **申請原因說明\*** |  | | |
| **自我評量\*** |  | | |
| **部門主管評量\*** |  | | |
| **部門主管評核\*** |  | **評核日期\*** |  |