**靜宜大學「學生實習需求調查表」  
Providence University Student Internship Requirement Survey**

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| **機構名稱/**  **部門名稱Organization Name/ Department Name** |  | | **負責人** |  | |
| **統一編號或**  **立案字號** |  | | **產業別** |  | |
| **資本額** |  | | **員工人數** |  | |
| **業務聯絡人** |  | | **職稱** |  | |
| **聯絡電話/手機** |  | | **E-mail** |  | |
| **傳真電話** |  | | **機構網址 Website** |  | |
| **機構地址 Organization Address** |  | | | | |
| **公司簡介 Company Profile** |  | | | | |
| 說明：下述問項為教育部專科以上學校校外實習教育法草案中，針對合作之校外實習機構應符合條件如下(請勾選)： | | | | | |
| 是否具相關職業科別訓練與指導人力及健全設施、設備。 | | | | | □是 □否 |
| 是否實習場所符合職業安全衛生相關法令之規定。 | | | | | □是 □否 |
| 是否最近二年無違反勞動法規。 | | | | | □是 □否 |
| 是否最近二年依勞動基準法第十一條終止勞動契約人數未超過員工總人數百分之十。 | | | | | □是 □否 |
| 是否最近一年無違反性別工作平等法及就業服務法有關規定。 | | | | | □是 □否 |
| **實習類型 Internship Type** | | □暑期(2個月) Summer Break (2 months) □上學期(半年) 1st Semester (6 months) □下學期(半年) 2rd Semester (6 months)  □全學年(一年) Full Academic Year (1 year)  期望實習起訖時間Preferred Internship Duration： | | | |
| **實習期間 Internship Period** | | Start Date: \_\_\_\_\_年\_\_月\_\_日- End Date: \_\_\_\_\_年\_\_月\_\_日 | | | |
| **實習時段 Work Hour** | | □平日Weekdays □假日Weekends □需輪班Shift Work  ： 至to ： 休息時間Break Time ： 至to ： (**請以24H方式填寫Please use the 24-hour format**) | | | |
| **實習地點 Internship Location:** | |  | | | |
| **國際生或語言需求 International Students or  Language Requirements** | | □德German □義Italian □日Japanese □法French □西班牙Spanish  □越南Vietnamese □印尼Indonesian □其他Other | | | |
| **參與實習年級 Participating Internship  Education Level** | | □大三Junior □大四Senior (含延畢including postpone graduation)  □研一Master Degrees 1st Year  □研二Master Degrees 2rd Year (含延畢including postpone graduation) | | | |
| **參與實習身份Participating Internship Identity** | | □本籍學生Domestic Students □境外生International實習科系要求Students  □僑生Overseas Chinese Students □不限身份No Restrictions | | | |
| **實習科系要求**  **Internship Department Requirements** | | □不限科系No Major Restriction  **外語學院College of Foreign Languages and Literature：**  □英國語文學系Department of English Language, Literature and Linguistics  □西班牙語文學系Department of Spanish Language and Literature  □日本語文學系Department of Japanese Language and Literature  **人文暨社會科學院College of Humanities and Social Sciences：**  □中國文學系Department of Chinese Literature  □社會工作與兒童少年福利學系Department of Social Work & Child Welfare  □台灣文學系Department of Taiwanese Literature  □法律學系Department of Law □生態人文學系Department of Ecological Humanities □大眾傳播學系Department of Mass Communication  **理學院College of Science：**  □財務工程學系Department of Financial Engineering  □應用化學系Department of Applied Chemistry  □食品營養學系Department of Food and Nutrition  □化粧品科學系Department of Cosmetic Science □資料科學暨大數據分析與 應用學系Department of Data Science and Big Data Analytics  **管理學院College of Management：**  □企業管理學系Department of Business Administration □國際企業學系Department of International Business □會計學系Department of Accounting  □觀光事業學系Department of Tourism □財務金融學系Department of Finance  **資訊學院College of Computing and Informatics：**  □資訊管理學系Department of Computer Science and Information Management  □資訊工程學系Department of Computer Science and Information Engineering  □資訊傳播工程學系Department of Computer Science and Communication Engineering  **國際學院International College：**  □寰宇管理碩士學位學程Global Master of Business Administration  □寰宇管理學士學位學程International Business Administration Program  □寰宇外語教育學士學位學程Global Foreign Language Education Program | | | |
| **須提供相關佐證資料** | | □技能專長 □課業成績 □社團/幹部經歷 □獲獎經歷□服務學習紀錄 | | | |
| **實習待遇**  **Internship Benefits** | | 薪資Salary：□月薪Monthly Salary 以上元Above NT$ □時薪Hourly Wage 元NT$ □不提供Not Provided  獎助學金Scholarship Amount： 元  膳食費Meal Allowance: □提供Provided (□早餐Breakfast □午餐Lunch  □晚餐Dinner) □不提供Not Provided  宿舍Accommodation：□提供Provided □不提供Not Provided  交通費Transport Allowance: □提供Provided □不提供Not Provided  休假制度Leave Policy：□一例一休One fixed day off and one flexible rest day  □週休二日Two days off per week □其它Other \_\_\_\_\_\_\_\_\_ | | | |
| **是否繳交實習費用** | | □是 □否 | | | |
| **提供保險規劃**  **Insurance Coverage** | | □否None □健保National Health Insurance □勞保Labor Insurance  □意外險Accident Insurance □團保Group Insurance □其他Other  (**職缺屬有薪資者企業需提供勞保，無薪資者企業需提供保額200萬元以上意外險。Companies offering paid internships must provide labor insurance, while unpaid internships require accident insurance coverage of at least NT$2 million**.) | | | |
| **應徵截止日期** | |  | | | |
| **應徵方式 Way of Apply** | |  | | | |
| **實習錄取公告方式 Acceptance  Announcement via** | | □Email通知Email □電話通知Phone □網頁錄取公告Website Announcement A | | | |

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| **工作類**  **Job Category** | **職稱**  **Position** | **名額Quota** | **學歷要求Required**  **Education** | **需求專長/條件**  **Required Skills/ Conditions** | **實習內容**  **Intern Job Description** |
| 範例：行銷  Ex. Marketing | 行銷企劃人員  Marketing Planner | 2 | 大學三年級 以上  Junior (3rd-year student and above) | 須具企管、市場行銷等相關技能與知識  Business administration, market analysis, and related knowledge | 協助市場調查/產業分析/公關活動/數位行銷  Assist with market research, industry analysis, public relations activities, and  digital marketing |
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