附件1

**山西省职业技能等级认定**

**增加职业（工种）备案表**

申请机构：

负责人：

山西省人力资源和社会保障厅制

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 一、基本情况 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 机构名称 | | | | | 全称：  评价机构编码： | | | | | | | | | | | | | | | | | | | | | |
| 地址：  邮政编码： | | | | | | | | | | | | | | | | | | | | | |
| 统一社会信用代码： | | | | | | | | | | | | | | | | | | | | | |
| 机构性质 | | | | | 机构属性：  □自主评价企业（是否已备案社会评价资格□是 □否）  □自主评价院校（是否已备案社会评价资格□是 □否） | | | | | | | | | | | | | | | | | | | | | |
| 所属层级：□省属评价机构 □市属评价机构 | | | | | | | | | | | | | | | | | | | | | |
| 法人代表 | | | | |  | | | | | 职务 | | |  | | | | | | 电子邮箱 | | |  | | | | |
| 手机 | | |  | | | | | | 固话/传真 | | |  | | | | |
| 评价  负责人 | | | | |  | | | | | 职务 | | |  | | | | | | 电子邮箱 | | |  | | | | |
| 手机 | | |  | | | | | | 固话/传真 | | |  | | | | |
| 工作  联系人 | | | | |  | | | | | 职务 | | |  | | | | | | 电子邮箱 | | |  | | | | |
| 手机 | | |  | | | | | | 固话/传真 | | |  | | | | |
| 二、拟增加的职业（工种）、等级及评价规范情况 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | 职业 | | | | 职业编号 | | | 工种名称 | | | | | | 级别 | | | | | 有无职业标准或评价规范 | | | | | 试题库  建设情况 | | |
| 1 | **焊工** | | | | **6-18-02-04** | | | **电焊工** | | | | | |  | | | | | □职业标准  □评价规范 | | | | | □有□无 | | |
| 2 | **焊工** | | | | **6-18-02-04** | | | **气焊工** | | | | | |  | | | | | □职业标准  □评价规范 | | | | | □有□无 | | |
| 3 | **焊工** | | | | **6-18-02-04** | | | **钎焊工** | | | | | |  | | | | | □职业标准  □评价规范 | | | | | □有□无 | | |
| 4 | **焊工** | | | | **6-18-02-04** | | | **焊接设备操作工** | | | | | |  | | | | | □职业标准  □评价规范 | | | | | □有□无 | | |
| … | … | | | | … | | | … | | | | | |  | | | | | （勾选） | | | | | （勾选） | | |
| 三、拟增加职业（工种）的技能人才评价经历、组织优势、专业优势（含参与国家职业技能标准、教学大纲、教材等编制）等情况 | | | | | | | | | | | | | | | | | | | | | | | | | |
| （可另附页说明） | | | | | | | | | | | | | | | | | | | | | | | | | |
| 四、拟增加职业（工种）的专职工作人员、专家、考评人员及督导人员等情况 | | | | | | | | | | | | | | | | | | | | | | | | | |
| **（一）专职工作人员情况（学历、职业资格及身份证明材料另附）** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | | 姓名 | | | | 性别 | | 身份  证号 | | | 学历 | | | | 职称或职业资格 | | | | | 专业  工龄 | | 主要工作  职责 | | |
| 1 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| 2 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| … | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| **（二）专家情况（学历、职业资格及身份证明材料另附）** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | | 姓名 | | | | 性别 | | 身份  证号 | | | 学历 | | | | 职称或职业资格 | | | | | 专业  工龄 | | 专业/职业方向 | | |
| 1 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| 2 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| … | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| **（三）督导人员情况（学历、职业资格及身份证明材料另附）** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | | 姓名 | | | | 性别 | | 身份  证号 | | | 学历 | | | | 职称或职业资格 | | | | | 专业  工龄 | | 专业/职业方向 | | |
| 1 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| 2 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| … | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| **（四）考评人员情况（学历、职业资格及身份证明材料另附）** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | | 姓名 | | | | 性别 | | 身份  证号 | | | 学历 | | | | 职称或职业资格 | | | | | 专业  工龄 | | 考评职业  领域 | | |
| 1 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| 2 | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| … | | |  | | | |  | |  | | |  | | | |  | | | | |  | |  | | |
| 五、拟增加职业（工种）的实操场地情况**（权属证明材料另附）** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| 六、拟增加职业（工种）的设施设备等情况 | | | | | | | | | | | | | | | | | | | | | | | | | |
| **（一）办公设施设备情况（权属证明材料另附）** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | 名称 | | | | 品牌 | | | | | 规格/型号 | | | | | | 数量 | | | 所有权归属 | | | | | |
| 1 | |  | | | |  | | | | |  | | | | | |  | | |  | | | | | |
| 2 | |  | | | |  | | | | |  | | | | | |  | | |  | | | | | |
| … | |  | | | |  | | | | |  | | | | | |  | | |  | | | | | |
| **（二）评价设施设备情况（权属证明材料另附）** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | 名称 | | | | 品牌 | | | | | 规格/型号 | | | | | | 数量 | | | 所有权归属 | | | | | |
| 1 | |  | | | |  | | | | |  | | | | | |  | | |  | | | | | |
| 2 | |  | | | |  | | | | |  | | | | | |  | | |  | | | | | |
| …… | |  | | | |  | | | | |  | | | | | |  | | |  | | | | | |
| **拟增加职业（工种）的职业技能等级认定备案材料目录** | | | | | | | | | | | | | | | | | | | | | | | | | |
| **序号** | | | | **备案材料项目** | | | | | | | | | | | | | | | | | | | | | **页码** |
| 1 | | | |  | | | | | | | | | | | | | | | | | | | | |  |
| 2 | | | |  | | | | | | | | | | | | | | | | | | | | |  |
| 3 | | | |  | | | | | | | | | | | | | | | | | | | | |  |
| 4 | | | |  | | | | | | | | | | | | | | | | | | | | |  |
| 5 | | | |  | | | | | | | | | | | | | | | | | | | | |  |
| … | | | |  | | | | | | | | | | | | | | | | | | | | |  |
| 申报  机构  意见 | | | | 本机构承诺申报材料真实有效，如有虚假，自愿退出申报。。  法定代表人： (章) 年 月 日 | | | | | | | | | | | | | | | | | | | | | |
| 市级  职业  技能  鉴定  中心  意见 | | | | 负责人： (章)  年 月 日 | | | | | | | | | | | 市级  人力  资源  社会  保障  部门  意见 | | | 负责人： (章)  年 月 日 | | | | | | | |
| 省  职业  技能  鉴定  中心  意见 | | | | 负责人： (章)  年 月 日 | | | | | | | | | | | 省  人力  资源  社会  保障  部门  意见 | | | 负责人： (章)  年 月 日 | | | | | | | |

注：1、提供法人登记证明、场地权属证明和人员身份证明、学历证明、职业技能证书及相应复印件，复印件加盖公章（能通过网络核验的证明可免于提交）。

2、技能人才评价经历、培养使用情况及评价机构设置情况提交相应证明材料。

3、设施设备情况附明细。

4、本表可增行或续页。