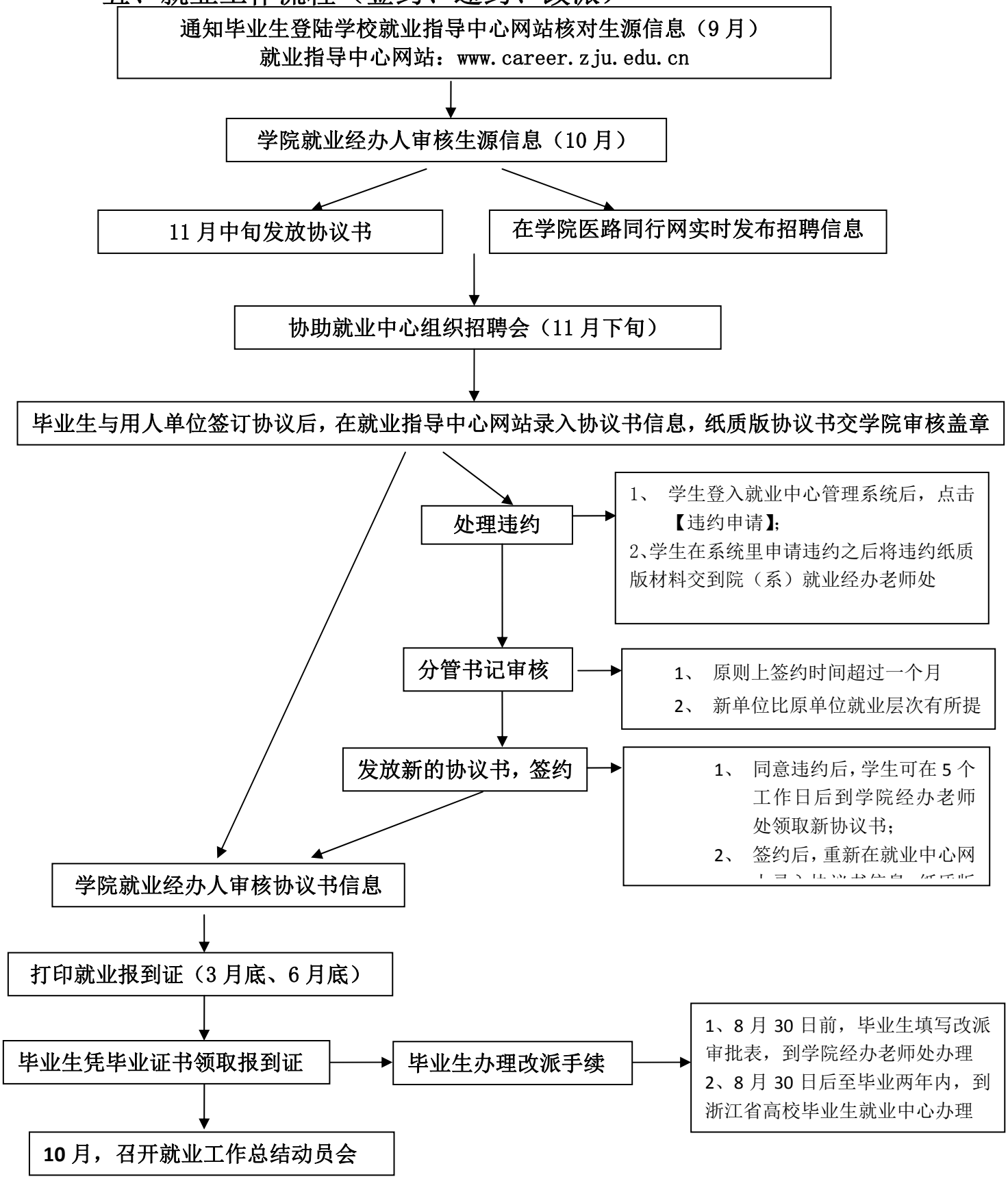五、就业工作流程（签约、违约、改派）