**(Title) First Name SURNAME**

**Address:**

**Phone:**

**E-Mail Address:**

1. **Family name:**
2. **First names:**
3. **Date of birth:**
4. **Nationality:**
5. **Place of Residence:**
6. **Civil status:**
7. **Education:** (Please start with the most recent education / training)

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| --- |
| Technical/academic education |
| Institution [mm/yyyy – mm/yyyy] | Subject and degree(s) obtained |
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| Training |
| Institution [mm/yyyy – mm/yyyy] | Name of training / certificate |
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1. **Language skills:**

|  |  |  |  |
| --- | --- | --- | --- |
| Language\* | Reading\*\* | Speaking\*\* | Writing\*\* |
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|  |  |  |  |

\* Underline mother tongue

\*\* Indicate competence on a scale from 1 to 5 (1 = excellent, 5 = basic)

1. **Membership of professional bodies:**
2. **Other skills:** (computer literacy etc.)
3. **Present position:**
4. **Firm and years within the firm:**
5. **Key qualifications:**
6. **Specific experience in the region:**

|  |  |
| --- | --- |
| Country | from – to (mm/yyyy – mm/yyyy) |
|  |  |
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1. **Professional experience**

**Long-term assignments:**

| mm/yyyy – mm/yyyy | Location | Organisation | Position | Description |
| --- | --- | --- | --- | --- |
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**Short-term missions:**

| mm/yyyy – mm/yyyy | Location | Organisation | Position | Description |
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1. **Other relevant information:** (selection of relevant publications etc.)