|  |  |
| --- | --- |
| **Proposed role in the project:** |  |
| **Staff Member of:** |  |
| 1. **Family Name:** |  |
| 1. **First Name:** |  |
| 1. **Date of Birth:** |  |
| 1. **Nationality:** |  |
| 1. **Civil Status:** |  |

1. **Education**

|  |  |
| --- | --- |
| Institution |  |
| Date (from mm/yy – to mm/yy) |  |
| Degree(s) or Diploma(s) obtained |  |

|  |  |
| --- | --- |
| Institution |  |
| Date (from mm/yy – to mm/yy) |  |
| Degree(s) or Diploma(s) obtained |  |

1. **Language skills, mark 1 (worst) to 5 (best) for competence**

|  |  |  |  |
| --- | --- | --- | --- |
| **Language** | **Reading** | **Speaking** | **Writing** |
|  | Mother tongue | | |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| 1. **Membership of professional bodies:** |  |
| 1. **Other skills** (e.g. Computer literacy etc.)**:** |  |
| 1. **Present position:** |  |
| 1. **Years within the firm:** |  |

1. **Key qualifications (relevant to the project):**
2. **Specific country experience:**

|  |  |
| --- | --- |
| **Country** | **Date from - Date to** |
|  |  |
|  |  |
|  |  |

1. **Professional experience record (projects):**

|  |  |
| --- | --- |
| Date | mm/yyyy-mm/yyyy |
| Location |  |
| Company |  |
| Position | Team Leader / Financial Expert / XX Expert / Backstopper |
| Description | **[Name of the project] – [Name of the Donor]**  Short description of the project.   * [description of your activities/responsibilities, not the overall activities of the project] * Elaboration of … * Review of … * Capacity building and training for … |

|  |  |
| --- | --- |
| Date |  |
| Location |  |
| Company |  |
| Position |  |
| Description |  |

|  |  |
| --- | --- |
| Date |  |
| Location |  |
| Company |  |
| Position |  |
| Description |  |

|  |  |
| --- | --- |
| Date |  |
| Location |  |
| Company |  |
| Position |  |
| Description |  |

|  |  |
| --- | --- |
| Date |  |
| Location |  |
| Company |  |
| Position |  |
| Description |  |

|  |  |
| --- | --- |
| Date |  |
| Location |  |
| Company |  |
| Position |  |
| Description |  |

1. **Others (e.g. publications):**

* Publications:
* XXXX
* XXXX
* Other relevant information:
* XXXX
* XXXX