

## B. FORMAT OF CURRICULUM VITAE (CV)

Name : \_\_\_\_\_

Complete address :

Profession : \_\_

Date of Birth : \_\_\_\_\_

Years of professional experience : \_\_                      Nationality : \_

Membership in Professional Societies : \_\_\_\_\_

Detailed Tasks Assigned : \_\_

### **Key Qualifications :**

*[Give an outline of your experience and training most pertinent to tasks on assignment. Describe degree of responsibility you held on relevant previous assignments and give dates and locations. One page should be sufficient.]*

### **Education :**

*[Summarize college/university and other specialized education, giving names of schools, dates attended, and degrees obtained. A page or less should be sufficient.]*

### **Employment Record :**

*[Starting with present position, list in reverse order every employment held. List all positions held since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages.]*

### **Languages :**

*[For each language indicate proficiency: excellent, good, fair, or poor in speaking, reading, and writing.]*

### **Certification :**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

\_\_\_\_\_  
[Signature of consultant ]

Date : \_\_\_\_\_  
Day/Month/Year

Full Name of Candidate :