

<b>Notice</b>	of R	ecruitment	(indicate the reference number)	) <del>.</del>

## **APPLICATION FORM**

(to be completed preferably by **electronic** way or in CLEAR capital letters using **black ink**)

	РО	SITION APPLIED FO	₹:					
	Temporary Agent - grade:							
	PREFERRED PROFILE to work in:  (to complete this section, please read point I and II of the current notice of vacancy)							
1.		NAME <sup>1</sup> :	Forenames:					
2.	ADDRESS: Home (all correspondence will be sent to this address. Please notify us immediately of any change of address)  Street:			Work t		tel .number:		
			o this address. Please ge of address)			Work tel. number:		
			N°			ile phone:		
	Post o	code:Town:			Coun	ntry		
	E-ma	il address:						
3.	DATE AND PLACE OF BIRTH:							
١.	PRESENT NATIONALITY (if dual indicate both):							
ĺ.	KNOWLEDGE OF LANGUAGES: (to complete this section, please read point III.B.2. of the current notice of vacancy)  a) Mother tongue:							
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ood								
air	-\ O41-							
	c) Otr	ner languages:						
ery g	ood							
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`@Ub[iU[Y`W\cgYb`Zcf`h\Y`kf]hhYb`UbX`cfU`hYghg.``

V@ÁtaÁco Á alÁco Áneld a Ão} \* [ā @ The written testÁwill be held in English or in the other language of choice if English is the first language.

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<sup>&</sup>lt;sup>1</sup> IMPORTANT : Your application will be registered under this name. Please use it and quote the number of the notice of vacancy in all correspondence. Any other name (e.g. maiden name) on diplomas or certificates accompanying this application should be indicated here:

 $\hat{\mathbf{l}}$  . **STUDIES** (attach photocopies of diplomas and certificates you need to qualify as a candidate):

A. Secondary, advanced or technical educa			
Name and address of establishment (town and country)	Years of from	of study to (1)	Certificates and/or diplomas obtained. State official length of course and main subjects
B. Higher education			
Name and address of University or other		of study	Certificates and/or diplomas obtained. State official length of course
establishment (town and country)	from	to (1)	and main subjects
Post graduate education			
	Years	of study	
Name and address of University or other establishment (town and country)	from	to (1)	Diploma or other qualification obtained

<sup>(1)</sup> State the date (month and year) when the studies were completed and/or the qualification was obtained.

PROFESSIONAL EXPERIENCE (attach photocopies of supporting documents)
Give details of the post(s) you have held hitherto and professional experience acquired. Continue on additional sheets if necessary. From Length Exact designation of post, Nature and tasks description (day/month/year) (day/month/year) (year, month, day) Name and address of employer Full/part-time Reasons for leaving: % Full/part-time Reasons for leaving: % Full/part-time Reasons for leaving: % Full/part-time Reasons for leaving: %

Please put additional professional experience on separate page.

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		-			Full/part-time
Reason	s for leaving:				
					%
TC	TAL professional experien	ce:			<i>J</i>
				( yy -	/ mm / dd)
ì. OF	FICE SKILLS:				
	Keyboard normally used: AZER	RTY QWE	RTY		
	Knowledge of IT software:	·	·		
ı Dil	BLISHED WORKS (indicate works relevan	t to the nest being applied for: if	nococcary add addition	al chaote):	
J. PUL	CITCLE WORKS (IIICICALE WORKS TELEVAIT	t to the post being applied for, if	necessary and addition	ai siieeis).	
1€. <b>Lo</b>	ng periods (longer than two months) sp	pent abroad (please indicate co	untry, year and reasons	for stay):	

1F.	OPTIONAL: Have you special needs that might pose difficulties during the tests?  Yes  No If yes, please give details (to enable the Administration to make the necessary arrangements, if it can):							
1G	Have you ever been found guilty of any offence by a court or tribunal? If so, give details:							
	DECLARATION							
1	I. I, the undersigned, do solemnly declare that the information contained in this form is correct and complete.							
2	2. I further do solemnly declare that:							
	a) I am a European citizen and enjoy my full rights as a citizen;							
	<ul><li>b) I have fulfilled any obligations imposed on me by the laws concerning military service;</li><li>c) I meet the character requirements for the duties involved.</li></ul>							
3	3. I am aware that the following supporting documents (photocopies) will be requested of me and are indispensable if my application is to be accepted:							
	a) document proving citizenship (passport or identity card);							
	<ul><li>b) diploma(s) or certificate of study certifying the level required for admission to the competition;</li><li>c) Certificate(s) from employer, or employment contract(s) and the final salary slip(s).</li></ul>							
4	I. I undertake to produce on request supporting documents in respect of point III B, points 1, 2 and 3, and I understand that any misstatement or omission, even if unintentional, may lead to the rejection of my application.							
5	5. I agree to undergo the compulsory medical examination to ensure that I am physically fit to perform the duties involved.							
Date	e and signature:							
Num	nber of enclosures::							

## **DO NOT FORGET TO SIGN!**

Please note that the Greens/EFA Group will process your data in accordance with the Regulation (EC)  $N^45/2001$  on the protection of individuals with regards to the processing of personal data by the Community institutions and bodies. You have the right to access or rectify data.