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| --- | --- |
| **PROPOSED ROLE IN THE PROJECT:** | **Non-Key Expert** |
| Name: |  |
| First names: |  |
| Date of Birth: |  |
| Nationality: |  |
| Civil Status: |  |

Education:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| INSTITUTION | DATE FROM  (DD/MM/YYYY)) | DATE TO (DD/MM/YYYY)) | DEGREE(S) OR DIPLOMA(S) OBTAINED: | REF. # |
| xxxx |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Language skills: Indicate competence from A1 (beginner) to C2 (experienced). Proficiency levels are based on the Common European Framework of Reference for Languages. See: https://www.coe.int/fr/web/common-european-framework-reference-languages/table-1-cefr-3.3-common-reference-levels-global-scale. Language skills must be attested by a certificate or relevant previous experience.

|  |  |  |  |
| --- | --- | --- | --- |
| LANGUAGE | READING | SPEAKING | WRITING |
| xxxx |  |  |  |
|  |  |  |  |
|  |  |  |  |

Membership of professional bodies: **xxxx**

Other skills: xxxx

Present position: xxxx

Years within the firm: xxxx

Key qualifications: (Relevant to the project)

* xxxx
* xxxx
* xxxx

Specific experience in the region:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| COUNTRY | DATE FROM  (DD/MM/YYYY)) | DATE TO (DD/MM/YYYY)) | COUNTRY | DATE FROM  (DD/MM/YYYY)) | DATE TO (DD/MM/YYYY)) |
| xxxx |  |  |  |  |  |
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[1] Please note that your personal data will be processed solely for the purposes of the management and monitoring of the contract by the controller, without prejudice to possible transmission to bodies responsible for monitoring or control tasks in the context of the application of Union law. Please note that personal data may be transferred to the partner country solely for the purposes of implementing the financing agreement concluded between the European Union and the partner country with regard to the tendering/grant award procedure. For further details concerning the processing of your personal data, please consult the privacy statement available at: http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A&locale=fr

Professional experience:

| REF. # | DATE FROM  (DD/MM/YYYY)) | DATE TO (DD/MM/YYYY)) | WORKING DAYS[[1]](#footnote-1)[[2]](#footnote-2) | LOCATION | COMPANY & REFERENCE PERSON [[3]](#footnote-3) (name & contact details) | POSITION | DESCRIPTION |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 01/02/  2020 | 31/12/  2020 | XX | XXX | XXX  Contact details | XXX | Text (project title)   * xxx * xxx * xxx |
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|  |  |  |  |  |  |  |  |
|  |  | **TOTAL** | **X,XXX** |  |  |  |  |

Other relevant information: (e.g. Publications)

1. Only the professional experience mentioned in the CV will be taken into consideration by the evaluation committee. [↑](#footnote-ref-1)
2. 220 full-time equivalents (FTEs) constitute one year's professional experience. Part-time work must be converted into FTEs. [↑](#footnote-ref-2)
3. The Contracting Authority reserves the right to contact referees. If you are unable to provide a reference, please provide a justification.. [↑](#footnote-ref-3)