

# European Union



## APPLICATION FORM

### Instructions:

Please fill in the application electronically and answer each question clearly and completely as only fully completed forms will be considered. Do not delete any questions from the form.

PLEASE SUBMIT THE COMPLETED FORM AS MS WORD-DOCUMENT.

Service identification number:	Current police unit:
Date of police entry (dd/mm/yyyy):	Current rank:

### A - PERSONAL DATA

Family name	First name	Passport number + type	
Date of birth (dd/mm/yyyy)	Place of birth	Country of birth	Gender (F/M)
Present nationality	Do you have multiple nationalities? <input type="checkbox"/> Yes, <input type="checkbox"/> No	Other nationality	Blood type
Marital status: <input type="checkbox"/> Single; <input type="checkbox"/> Married, name of the spouse: _____; <input type="checkbox"/> Other			
Do you have any dependants (provide name, age, relationship): <input type="checkbox"/> Yes, <input type="checkbox"/> No			
Family name, First name	Age	Relationship	

### Postal address (or where you can be reached)

E-mail address	Street	Zip/Postcode
Town/City	County/State/Province	Country
Mobile no.	Telephone no.	Fax no.

### Other information

Driving licence <input type="checkbox"/> Yes, category _____ (A, B, C etc.)	Do you currently hold valid EU security clearance <input type="checkbox"/> Yes, at level _____
Do you currently hold security clearance for another institution? What institution and what level? <input type="checkbox"/> Yes, (name of the institution) _____, at level _____	

**B - EDUCATION AND PROFESSIONAL TRAINING**

*Give full details of the most recent relevant degree/diploma achieved. Include courses and post-graduate studies which are an asset for your application.*

Name of institution/ university, place and country	Degrees/Qualifications obtained (Title of qualification awarded)	Main course/Field of study	Attended (mm/yy)	
			from	to

Have you attended a Civilian Crisis Management Course? If yes, give the name of the course, location, date (from/to)

**C - MOTIVATION**

*Explain the reasons for your application, covering both your profile and your particular interest in the post. Also indicate how your qualifications meet the requirements of the post.*

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**D - EMPLOYMENT RECORD**

*Starting with your current position, list in reverse chronological order relevant professional positions held. Use a separate block for each position. Provide email address at least for your three most recent supervisors.*

Organisation/department, place and country:		Name of supervisor and his/her email address:	
Post held:	Category/rank:	Dates (mm/yy) from-to:	Reason for leaving:
Description of duties and responsibilities <i>(provide main areas, type of business and whether the experience was acquired at managerial, supervisory (also the number of personnel supervised), expert or technical/skilled level):</i>			

**Previous relevant position (1)**

Organisation/department, place and country:		Name of supervisor and his/her email address:	
Post held:	Category/rank:	Dates (mm/yy) from-to:	Reason for leaving:
Description of duties and responsibilities <i>(provide main areas, type of business and whether the experience was acquired at managerial, supervisory (also the number of personnel supervised), expert or technical/skilled level):</i>			

**Previous relevant position (2)**

Organisation/department, place and country:		Name of supervisor and his/her email address:	
Post held:	Category/rank:	Dates (mm/yy) from-to:	Reason for leaving:
Description of duties and responsibilities <i>(provide main areas, type of business and whether the experience was acquired at managerial, supervisory (also the number of personnel supervised), expert or technical/skilled level):</i>			

**Previous relevant position (3)**

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Organisation/department, place and country:		Name of supervisor and his/her email address:	
Post held:	Category/rank:	Dates (mm/yy) from-to:	Reason for leaving:
Description of duties and responsibilities ( <i>provide main areas, type of business and whether the experience was acquired at managerial, supervisory (also the number of personnel supervised), expert or technical/skilled level</i> ):			

**Previous relevant position (4)**

Organisation/department, place and country:		Name of supervisor and his/her email address:	
Post held:	Category/rank:	Dates (mm/yy) from-to:	Reason for leaving:
Description of duties and responsibilities ( <i>provide main areas, type of business and whether the experience was acquired at managerial, supervisory (also the number of personnel supervised), expert or technical/skilled level</i> ):			

**Other previous relevant employment**

Position held	Organisation, place and country	Date (mm/yy)	
		from	to

**E - OTHER SKILLS**

**Language skills**

**Computer skills**

<i>Language and level of proficiency: A = professional fluency, B = working knowledge, C = limited knowledge</i>					<i>Ability to operate the following applications: A = Excellent; B = Good; C = Limited</i>	
Mother tongue					Word processing	
Other languages	Speaking	Writing	Reading	Under- standing	Web Browser/E-mail/ Calendar	
					Briefing/Presentations	
					Spreadsheet	
					Financial software	
					Project management	

**Personal and technical skills and competences**

Acquired in the course of your life and career but not necessarily covered by formal certificates and diplomas specified above.

*If necessary make a distinction between skills and competences which are professional (knowledge, know-how), social (communication, sense of duty, teamwork), organisational (coordination and administration of people, projects and budgets) or technical, in which you have not had any specific training. Describe these skills and indicate in what context you acquired them.*

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**F - ADDITIONAL INFORMATION**

*State any other information which you feel would be useful, e.g.*

- *relevant membership(s) of professional associations/societies, activities in civic, public or international organisations*
- *trades/professions in which you are currently licensed*
- *any significant publications you have written (do not attach).*

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Have you ever been convicted or sentenced in criminal proceedings (excluding minor traffic violations).

If "yes", please submit full details of each case in an attached statement.  Yes,  No

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By submitting this application form, I certify that:

- I do not have any objections to CGI making enquiries from my present/past employers.
- I am in excellent physical condition with no chronic health problems that limit my physical activity.
- I am free of any disease or health condition that may prevent carrying out my field assignment or may pose a threat to the health of others.
- I am free of any disabilities which may limit my undertaking field work.
- The statements made by me in answer to the questions in this form are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on the Application Form will result in the application being void.

Place	Date	Signature (typed name is sufficient)
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**Please submit the completed form as a MS Word-document.**