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|  | ***UNIVERSIDAD CATÓLICA BOLIVIANA "SAN PABLO”*** |
| ***Sede La Paz***  ***Departamento de Recursos Humanos*** |
| **HOJA DE VIDA** |
|  |
| 1. **DATOS PERSONALES** | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | **{firstLastName}** | | | | | | | | | |  | **{secondLastName}** | | | | | | | | | |  | **{name}** | | | | | | | | | | |  | **{marriedLastName}** | | | | | | | | | | | |  |  | |  | Primer Apellido | | | | | | | | | |  | Segundo Apellido | | | | | | | | | |  | Nombres | | | | | | | | | | |  | Apellido de Casada | | | | | | | | | | | |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  | |  |  |  |  |  |  | |  | **{personalIdNumber}** | | | | | | | | | | |  |  | **{issued}** | | | | | | | | | | |  |  | **{ci}** | |  | |  |  | **{cie}** | |  |  |  | | **{run}** | |  | |  |  | **{p}** | |  |  | |  | Nº Documento de Identidad | | | | | | | | | | |  |  | Expedido en | | | | | | | | | | |  |  | *C.I.* | |  | | *C.I. Extranjero* | | | | | |  | | *RUN* | |  | | *Pasaporte* | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  | |  |  |  |  |  |  | |  |  | Género: | | | |  | **{m}** | |  | **{f}** | |  |  | Estado Civil: | | | | | |  | **{s}** | |  |  |  |  |  | **{c}** | | |  |  |  |  |  | **{d}** | | |  |  |  | |  |  | ***{v}*** | |  |  | |  |  |  |  |  |  |  | *M* | |  | *F* | |  |  |  |  |  |  |  | *Soltero (a)* | | | | | |  | *Casado (a)* | | | | | | |  | *Divorciado (a)* | | | | | | |  | |  | *Viudo (a)* | | | |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  | |  |  |  |  |  |  | |  | **{fd}** | | **{sd}** | | **/** | **{fm}** | | **{sm}** | | **/** | **{fa}** | | **{sa}** | |  | **{placeOfBirth}** | | | | | | | | | | | | |  | | | **{nationality}** | | | | | | | | | | | | | | | |  | | Fecha de Nacimiento (dd/mm/aa) | | | | | | | | | | | | | | | | Lugar de Nacimiento | | | | | | | | | | | | |  | | | Nacionalidad | | | | | | | | | | | | | | | |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  | |  | **{address} {zone}** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | **{afp} {cuaNumber}** | | | | | | | | | | | | | | | |  | |  | Dirección domicilio Zona | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | AFP N° de registro (CUA) | | | | | | | | | | | | | | | |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  | |  | **{homePhone}** | | | | | | | | | | |  |  |  | **{cellPhone}** | | | | | | | | | | |  |  | **{email}** | | | | | | | | | | | | | | | | | | | |  | |  | Teléfono Domicilio | | | | | | | | | | |  |  |  | Teléfono Móvil | | | | | | | | | | |  |  | Correo Electrónico | | | | | | | | | | | | | | | | | | | |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  | | |
| 1. **FORMACIÓN ACADÉMICA** | |
| * 1. Grado(s) Académico(s) obtenido(s): Señalar solamente el/los que tiene/n título  |  |  |  |  | | --- | --- | --- | --- | | Título | Universidad/Centro/Instituto | Grado | Fecha de titulación  (mes/año) | | {#academicTrainings}{title} | {institution} | {degree} | {degreeDate}{/academicTrainings} |  * 1. Conocimientos de otros idiomas  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | IDIOMA (Especificar) | LEE | | | ESCRIBE | | | HABLA | | | | Nivel Avanzado | Nivel Medio | Nivel Básico | Nivel Avanzado | Nivel Medio | Nivel Básico | Nivel Avanzado | Nivel Medio | Nivel Básico | | {#languages}{language} | {ar} | {mr} | {br} | {aw} | {mw} | {bw} | {as} | {ms} | {bs}{/languages} | | |
| 1. **DATOS PROFESIONALES ACTUALES** | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **{currentInstitution}** | | | | | | | | | | | | | | | | | | | |  |  | **{currentPosition}** | | | | | | | | | | |  |  | **{currentPhone}** | | | | | | | | | | Nombre de la entidad donde trabaja | | | | | | | | | | | | | | | | | | | |  |  | Ocupación/cargo | | | | | | | | | | |  |  | Teléfono Oficina | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | **{currentAddress}** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | ***{cfd}*** | | ***{csd}*** | |  | ***{cfm}*** | | ***{csm}*** | |  | ***{cfa}*** | | ***{csa}*** | | | Dirección del trabajo | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | Fecha de incorporación (dd/mm/aa) | | | | | | | | | | | | | | | |
| 1. **EXPERIENCIA PROFESIONAL (Empezar por el último trabajo)** | |
| |  |  |  | | --- | --- | --- | | Año en que comenzó a trabajar en su profesión | {professionalStartYear} |  |  |  |  |  |  | | --- | --- | --- | --- | | Lugar de Trabajo | Cargo | Desde  Mes/Año | Hasta  Mes/Año | | {#jobExperiences}{institution} | {position} | {startDate} | {finishDate}{/jobExperiences} | | |
| 1. **EXPERIENCIA DOCENTE** | |
| |  |  |  | | --- | --- | --- | | Año en que comenzó a dar clases (en general) | {techingStartYear} |  | | Año en que comenzó a dar clases en la U.C.B. | { teachingUCBStartYear } |  |   Llenar las materias dictadas en orden cronológico, comenzando por la última.   |  |  |  |  | | --- | --- | --- | --- | | Materia | Universidad | Desde  Mes/Año | Hasta  Mes/Año | | {#teachingExperience}{title} | {institution} | {startDate} | {finishDate}{/teachingExperience} | | |
| 1. **CURSOS Y SEMINARIOS IMPARTIDOS** | |
| Llenar por orden de importancia empezando por el más reciente.   |  |  |  |  | | --- | --- | --- | --- | | Título del curso/seminario | Institución | Lugar/País | Fecha  Mes/Año | | {#coursesAndSeminars}{title} | {institution} | {location} | {dataDate}{/coursesAndSeminars} | | |
| 1. **PUBLICACIONES** | |
| Llenar por orden de importancia.   |  |  |  |  | | --- | --- | --- | --- | | Título del libro o publicación | Lugar de publicación | Fecha de publicación  Mes/Año | (\*) Tipo de publicación | | {#publications}{title} | {location} | {dataDate} | {dataClass}{/publications} |   (\*) Tipo Registrar código de la publicación: (1) Libro, (2) Artículo arbitrado, (3) Texto de materia, (4) Guía de materia, (5) Artículo | |
| 1. **ACTIVIDADES DE CONSULTORÍA Y/O INVESTIGACIÓN DE LOS ÚLTIMOS CINCO AÑOS** | |
| Llenar por orden de importancia y de los últimos 5 años.   |  |  |  |  | | --- | --- | --- | --- | | Título de la consultoría/investigación | Organismo contratante | (\*)Tipo | Mes/Año | | {#consultingAndResearch}{title} | {institution} | {dataClass} | {dataDate}{/consultingAndResearch} |   (\*) Tipo (1) Consultoría (2) Investigación | |
| 1. **PREMIOS Y DISTINCIONES** | |
| Llena por orden de importancia   |  |  |  |  |  | | --- | --- | --- | --- | --- | | (\*) Tipo de distinción | (\*\*) Clase de distinción | Institución que la otorgó | Lugar | Mes/Año | | {#awards}{distinctionClass} | {dataClass} | {institution} | {location} | {dataDate}{/awards} |   (\*) Tipo de distinción: INSTITUCIONAL, NACIONAL, INTERNACIONAL  (\*\*) Clase de distinción: MEDALLA, DIPLOMA | |
| 1. **AFILIACIÓN EN INSTITUCIONES/ASOCIACIONES** | |
| |  |  |  |  | | --- | --- | --- | --- | | Institución | Condición | | Mes/Año | | {#affiliations}{institution} | {position} | | {dataDate}{/affiliations} | |  | |  |  | | |
| 1. **REFERENCIAS LABORALES** | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Nombre Completo | Cargo | Institución | Relación Laboral | Teléfono/Celular | Correo electrónico | | {#jobReferences}{name} | {position} | {institution} | {employmentRelationship} | {phone} | {email}{/jobReferences} | | |
| 1. **DECLARACIÓN JURADA DE INCOMPATIBILIDADES** Campo obligatorio a ser llenado y firmado | |
| ¿Tiene usted parientes, hasta el segundo grado de consanguinidad o primero de afinidad, según el cómputo establecido por la ley civil, que trabaje actualmente en la U.C.B /Regional La Paz?  (Marque con una **X** según corresponda):  NO ({hasFamilyFalse}) SI ({hasFamilyTrue}) en caso de responder **SI** llene los siguientes datos:   |  |  |  | | --- | --- | --- | | Nombre del pariente | Cargo Administrativo o Académico | Año de ingreso a la UCB | | {#familyReferences}{name} | {position} | {ucbStartYear}{/familyReferences} | | |
| Declaro que los datos registrados en este formulario son veraces   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Firma |  |  |  | Lugar |  |  | Fecha | | | | | | | | | | |