|  |  |
| --- | --- |
| COMMON PROCEDURES | Quality Management System |
| Classified: Internal use | |

Employee's Registration List Form

**# HRM-HR022-Bohdan Kutkovy**

# Personal Data

|  |  |  |
| --- | --- | --- |
| Last Name | Kutkovy | |
| First Name | Bohdan | |
| Middle Name |  | |
| Sex | male | |
| Date of Birth (Day, Month, Year) | | 14.11.1994 |
| Place of Birth (Town, City, County, Region, Country) | | Cherkassy, Ukraine |

# Education and Qualifications

Educational Institutions, Schools, etc. in chronological order.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title of the Institution | Degree (master, specialist, bachelor) | Year of Enter | Year of Graduation | Year of Expelling (if not finished) | Profession, Specialty |
| Lviv Polytechnic National University | Bachelor | 2012 |  | 2016 | Software Developer |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Additional seminars, courses.

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Duration** | **Title** | **Certificate** |
| Ruby/Rails | 2.5 months | - | - |
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# Certification (for example, MS, ISTQB, PMP, etc.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Certification name | Exam name (if any) | Level | Exam date | Expiration date | Comments |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# Foreign Languages

|  |  |
| --- | --- |
| **Language** | **Level (0=None, 1=Basic, 2=Poor, 3=Fair, 4=Proficient, 5=Fluent)\*** |
| English | 4 |

\* 0=None, 1=Basic-Some words and phrases, 2=Poor-Can read and write with a dictionary, 3=Fair-can speak and understand most but not well enough without some translator help, 4=Proficient-well enough to read and write and understand without help, 5=Fluent-Like a native of that country.

# Academic Degree

|  |  |
| --- | --- |
| **Period of Assignment** | **Academic Degree** |
| No academic degree |  |

# Scientific Work

|  |  |
| --- | --- |
| **Publication Period or Patenting** | **Title (short brief) of Scientific Work, Publication or Invention** |
| No scientific works |  |

# Experience

Operative work from the beginning of labor activity (including off-the-record jobs, private enterprise, off-hour jobs, etc)

Completing this item of the document all institutions, organizations and establishments are required to be named in the same manner as they were named at their time, all information about military service is required to be entered mentioning the position.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Year and Month (YYYY/MM)** | | | **Position at the Institution, Establishment, Organization** | | **Location of Institution, Establishment, Organization** |
| **Started** | **Finished** |  | |  | |
| - | - | - | | - | |
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# Journeys Abroad

|  |  |
| --- | --- |
| **Duration of a Journey** | **Purpose of a Journey (Education, Work, Business Trip)** |
| No journeys abroad |  |

# Liability for Military Service and Military Rank

|  |  |
| --- | --- |
| Status of Military Liability | - |
| Structure | - |
| Arm | - |
|  | (the officers, administrative, technical, etc.) |

# Family Status (If you are married)

|  |  |  |
| --- | --- | --- |
| **Member of the Family (wife, husband, children)** | **Date of Birth** | **Place of Employment or Studies** |
| - | - | - |
|  |  |  |
|  |  |  |

# Contact Information

|  |  |
| --- | --- |
| Address of Permanent Residence | Cherkassy, str. Sumgaitska 14, 139 |
| Phone Number | 0972879783 |
| Email | bohdan.kutkovy@sigma.software |
| ICQ |  |
| Skype | evhkutkovy |

# Documentation

|  |  |
| --- | --- |
| ID number |  |
| Passport |  |
| Issued by, issued on |  |
| Foreign passport (name) |  |
| Foreign passport number |  |
| Who issued foreign passport |  |
| Foreign passport real till |  |

«\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20\_\_\_

(Date of filling in)