**FORM F-3**

# Format Of Curriculum Vitae (CV) For Key Personnel of Consultant

(one CV form should be filled out for each team member to be assigned)

Name of Consultant:

Profession:

Date of Birth:

Nationality:

Membership in Professional Societies:

Function assigned in Consultant’s team:

# Key Qualifications:

Give an outline of experience and training most pertinent to tasks on assignment. Describe degree of responsibility held on relevant previous assignments and give dates and locations. Useabout half a page.

# Education:

Summarize college/university and other specialized education of staff member, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page.

# Employment Record:

Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages]

# Languages:

For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing

# Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

# Date:

***Signature of Consultant Day/Month/Year***

**Full name of Consultant:**