



OFFICE TO HONG KONG AND MACAO

# CURRICULUM VITAE

Local Agent

SURNAME:						
FORENAMES:						
MAIDEN NAME:						
DATE OF BIRTH :	// PLACE day month year	OF BIRTH :	country		region/towr	1
	RTH /PRESE (if dual	l indicate both)	ITY			
			il :	·····		
SEX : (place a « X » in the	appropriate square):	MARITAL ST	ATUS (place	e a « X » in the ap	opropriate square	e):
MALE	FEMALE	SINGLE	MARIED	WIDOWED	DIVORCED	SEPARATED

# EDUCATION : (please give full details in the appropriate spaces below)

(A) Higher education (University or equivalent education and postgraduate education, if applicable) :

Name of establishment	Years of from	of study to	Diplomas or degrees obtained and type of degree	Main subjects studied

(B) Education since the age of 12 (e.g secondary education, other education, technical training as apprentice, or equivalent training, to be specified under « category ») :

Name	Category	Years of study from to				Diplomas or degree obtained (or certificates)

(C) Other formations related to the function (seminars,  $\ldots$ ) :

Establishment	Title - Content	When (year)

## PROFESSIONAL EXPERIENCE \* :

Dates : month and year	Type of position :	Employer :	Reasons for leaving :
Last salary :			

#### KNOWLEDGE OF LANGUAGES :

	F	READING			WRITING		S	PEAKING	
	Excellent	Good	Fair	Excellent	Good	Fair	Excellent	Good	Fair
ENGLISH									
CANTONESE									
PUTONGHUA									
Other									

#### IT KNOWLEDGE :

	Excellent	Good	Fair
WORD			
OUTLOOK			
Other			

#### TYPE OF DRIVING LICENCE OBTAINED :

Valid to

## OTHER USEFULL KNOWLEDGE FOR THE PROPOSED FUNCTION :

Signature of the agent / candidate		Signature of the delegation, after control of the data	
Place	Date	Place Date	

\_\_\_ FORENAME : \_\_\_

In case my application for this post would be successful, notice required to leave my current employment (weeks or months)

I am aware that my application will be rejected if I fail:

- to submit photocopies of the supporting documents (diploma(s) or certificates for study to the level required for the application and statement(s) of employment or contracts),

- to submit a photocopy of a valid driving licence,

- to submit a photocopy of the traffic conviction record,

- to submit motivation letter in English addressing my previous working experience, qualifications, skills and personal qualities requested for this post,

- to submit the complete application with all above indicated documents before 4:00 pm, 1 February 2013 by post, by courier or by hand addressed to:

Office of the European Union to Hong Kong and Macao 19/F, St. John's Building 33 Garden Road, Central Hong Kong

I may be asked to attend a written test and/or driving test for this post.

I acknowledge that only the applicants invited to attend written tests/driving tests and interviews will be contacted for results concerning their application.

I agree to undergo the medical examination to establish whether I fulfil the physical conditions required for the performance of the post for which I have applied.

DO NOT FORGET TO SIGN

Date and signature

<sup>-</sup> to fill this CV for all parts,