



WAPP STANDARD CV FORM

Job Title:

{Indicate your current position at the WAPP Secretariat}

1. Personal Data

Surname & First name:	
Date of birth ¹ :	
Nationality ² :	
Marital status ³ :	
Country of residence:	
Postal Address:	
Email:	
Landline:	
Cell. Tel.:	

2. Education:

{Give a summary of university education and other specialised training received, while specifying the name/type of institution (school or university), dates attended and qualifications (degrees/diplomas/certificates) obtained.}

2.1. Higher Educational Training

Years of Study (From Year X to Year Y)		Name of Educational Institution or University attended, City and Country	Exact Title of Qualification (Degree/Diploma/Certificate) obtained	Specialisation (if any)
MM/YYYY	MM/YYYY			

2.2. Other Specialised Training undertaken (over a maximum duration of 9 months) and Short Term Professional Trainings undertaken

Length of Training (No. of weeks or months)	Thematic Focus of Training Course	Name of Training Institution & Location (City, Country)	Exact Title of Qualification (Degree/Diploma/Certificate) obtained

¹ Day/month/year of birth.

² Specify dual & multiple nationalities, if any.

³ Spouse & number of children.



3. Professional Experience relevant to this application

{List all previous employments held since completion of academic studies, in reverse chronological order, starting with your most recent post; while indicating for each occupation held, the date of employment, name of employer, job title and duty station; for employments held in the last ten years, equally specify the tasks performed and, where relevant, provide names of clients for reference purposes.}

Period of Employment		Name of Employer (City, Country, Email & Telephone Contact of Reference Persons)	Job Title / Position Held
MM/YYYY	MM/YYYY		
Summary of tasks performed that are relevant to this application			
Period of Employment		Name of Employer (City, Country, Email & Telephone Contact of Reference Persons)	Job Title / Position Held
MM/YYYY	MM/YYYY		
Summary of tasks performed that are relevant to this application			
Period of Employment		Name of Employer (City, Country, Email & Telephone Contact of Reference Persons)	Job Title / Position Held
MM/YYYY	MM/YYYY		
Summary of tasks performed that are relevant to this application			



Period of Employment		Name of Employer (City, Country, Email & Telephone Contact of Reference Persons)	Job Title / Position Held
<i>MM/YYYY</i>	<i>MM/YYYY</i>		
Summary of tasks performed that are relevant to this application			
Period of Employment		Name of Employer (City, Country, Email & Telephone Contact of Reference Persons)	Job Title / Position Held
<i>MM/YYYY</i>	<i>MM/YYYY</i>		
Summary of tasks performed that are relevant to this application			



4. Membership of Professional Bodies:

{List them}

-
-
-
-
-
-
-

5. Publications:

{List them (Title, year of publication, type...)}

-
-
-
-
-

6. Working Languages

{Indicate only the languages that you have working knowledge of, while specifying your level of proficiency}

Languages	Spoken (Excellent, Very Good, Fairly Good)	Written (Excellent, Very Good, Fairly Good)	Recount occasions that afforded you the opportunity of practicing the language (professional or school life)

7. Computer Skills

{List the computer-based tools and software programs that you are conversant with}

-
-
-
-



8. Skills/qualifications relevant to your position:

Specific tasks that shall be incumbent upon you, among the tasks required to be performed (refer to Job Description).	Make reference to previous assignments or missions undertaken that demonstrate your capability to perform the tasks assigned to you.

9. References

{Cite three (3) reference persons who can attest to your academic qualifications and professional competencies, provide their Surname and First Name, Position or Function, Employer, Telephone No., Email}

- i.
- ii.
- iii.

10. Certification:

I, the undersigned, certify that the information provided in this CV regarding my person, academic qualifications and professional experience are true. I assure you of my availability to carry out the assigned mission, through the employment contract awarded to me. I understand that any false declaration or misrepresentation of facts provided herein may warrant my disqualification and or dismissal by the Client, and/or sanctions by the WAPP Secretariat.

{DD/MM/YYYY}

Name of Applicant

Signature

Date