**Format for CV of Proposed Key Personnel**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of Personnel**  **أسم الموظف** | [Insert] | | | | | |
| **Position for this Project**  **العنوان الوظيفي لهذا المشروع** | [Insert] | | | | | |
| **Nationality**  **الجنسية** | [Insert] | | | | | |
| **Language proficiency**  **اللغات** | [Insert] | | | | | |
| **Education/ Qualifications**  ***[****List of academic qualifications, detailing degree attained, institution attended and graduation year****]*** | | | | | | |
| Academic Degree (Bachelors, Masters, Doctorate, etc.)  الدرجة التعليميه )بكلوريوس / دكتوراه) | | *Specialization/Major* | | Name of Academic Institution  القسم | | Year of Graduation  سنة التخرج |
| [Insert] | | [Insert] | | [Insert] | | [Insert] |
| [Insert] | | [Insert] | | [Insert] | | [Insert] |
| [Insert] | | [Insert] | | [Insert] | | [Insert] |
| **Professional certifications**  ***[****Provide details of any professional certifications relevant to the scope of goods and/or services****]*** | | | | | | |
| Name of Certification:  [Insert] | | | Date Certified تاريخ اصدار الشهادة  [Insert] | | Name of issuing institution: إسم المعهد  [Insert] | |
| Name of Certification:  [Insert] | | | Date Certified تاريخ اصدار الشهادة  [Insert] | | Name of issuing institution: إسم المعهد  [Insert] | |
| **Employment Record/ Experience**  ***[****List all positions held in the* ***last five years*** *(starting with present position and in reverse order), indicating dates, names of employers, title of position held and assigned duties/responsibilities. Please insert additional rows as necessary to cover the required 5-year employment history.* | | | | | | |
| **Name of Employer**  [Insert] | **Period of employment (mm/yyyy)** | | | | **Post Title:**  [Insert] | |
| **From** [Insert] | | **To** [Insert] | |
| **Description of your duties**  [Insert] | | | | | |
| **Name of Employer**  [Insert] | **From** [Insert] | | **To** [Insert] | | **Post Title:**  [Insert] | |
| **Description of your duties**  [Insert] | | | | | |
| **Name of Employer**  [Insert] | **From** [Insert] | | **To** [Insert] | | **Post Title:**  [Insert] | |
| **Description of your duties**  [Insert] | | | | | |
| **Name of Employer**  [Insert] | **From** [Insert] | | **To** [Insert] | | **Post Title:**  [Insert] | |
| **Description of your duties**  [Insert] | | | | | |
| **Name of Employer**  [Insert] | **From** [Insert] | | **To** [Insert] | | **Post Title:**  [Insert] | |
| **Description of your duties**  [Insert] | | | | | |

**Declaration:**

I hereby confirm;

1. That the above information provided by me is accurate, and
2. My willingness and availability to serve in the stated position for the duration of the contract.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_