|  |  |
| --- | --- |
|  | **EUROPEAN COMMISSION** |

**application form**

**SELECTION OF TEMPORARY STAFF**

|  |  |
| --- | --- |
| **Selection No.**(This number should be quoted in all correspondence.) | **COM/TA/COMP/17/AD8** |

|  |
| --- |
| **You must fill in the application form completely. Failure to do this may result in your application being rejected**. |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | **Surname**  | **Maiden name (if applicable)** | **Forenames**  |
|  |       |       |       |

|  |  |  |  |
| --- | --- | --- | --- |
| 2. | **Address (please advise of any changes as soon as possible)** | **e-mail** |       |
|  |       | **Tel. work** |       |
|  |  | **Tel. home** |       |
|  |  | **Mobile tel.** |       |
|  |  |  |  |
|  | **Name and telephone number of a person to be contacted should you be unavailable** |  |
|  |       |       |

|  |  |  |  |
| --- | --- | --- | --- |
| 3. | **Place and country of birth:** | **Date of birth****(dd/mm/yy)** | **Current nationality (if dual, indicate both)** |
|  |       |       |       |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 4. | **Gender** |  | **M[ ]**  | **[ ]**  | **F[ ]**  | **[ ]**  |  |  |  |  |

|  |  |
| --- | --- |
| 5. | **Knowledge of languages** |
| **First language:** |        |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Languages*** | ***2(\*) :***       | ***3(\*) :***       | ***4(\*) :***       | ***5(\*) :***       |
|  | **Read** | **Write** | **Understand** | **Speak** | **Read** | **Write** | **Understand** | **Speak** | **Read** | **Write** | **Understand** | **Speak** | **Read** | **Write** | **Understand** | **Speak** |
| **Excellent** |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| **Very good** |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| **Good** |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| **Satisfactory** |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| **Basic** |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

\* **Please indicate the name of the language**

|  |  |
| --- | --- |
| **Other languages (if applicable):** |       |

|  |  |
| --- | --- |
| 6. | **Education** |
| **Please provide details of all educational establishments attended from secondary school onwards (lower secondary, higher secondary, further education, including technical or professional training, higher or university education). Concerning post-secondary education please also mention intermediate diplomas (i.e. deug, candidature, vordiplom).****Please indicate whether the diploma(s) you obtained correspond to a complete cycle in your country**. |
| **A. Secondary, technical, professional and higher (non-university) education (*please complete this section only when you apply for a selection for function group ast)*** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name and location of establishment****(town, country)** | **Certificate or diploma obtained** | **Date you obtained the diploma****(day, month, year)** | **Complete cycle of studies yes/no** | **Normal length of complete cycle** |
|       |       |       |       |       |
|       |       |      |       |       |
|       |       |      |       |       |

|  |
| --- |
| **B. University education**  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name and location of establishment****(town, country)** | **Certificate or diploma obtained** | **Date you obtained the diploma****(day, month, year)** | **Complete cycle of studies yes/no** | **Normal length of complete cycle** |
|       |        |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |      |       |       |

|  |
| --- |
| **C. General, specialist and further training** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name and location of establishment****(town, country)** | **Certificate or diploma obtained** | **Date you obtained the diploma****(day, month, year)** | **Complete cycle of studies yes/no** | **Normal length of complete cycle** |
|        |        |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |      |       |       |

|  |  |
| --- | --- |
| **7.** | **Professional experience**  |
| **Indicate, in chronological order starting with your current post, all the posts which you have held and the tasks you performed.** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **nature and description of tasks[[1]](#footnote-1)** | **Name and address of employer** | **Occupation rate[[2]](#footnote-2)** | **From****(day, month, year)** | **To****(day, month, year)** |
|       |       |        |       |       |
|       |       |        |       |       |
|       |       |        |       |       |
|       |       |        |       |       |
|       |       |        |       |       |
|       |       |        |       |       |

|  |  |
| --- | --- |
| **8.** | **KNOWLEDGE/EXPERIENCE** |
| **Indicate, even if already mentioned, proven knowledge and experience in the following two areas. Please give a detailed description.** **Please annex your curriculum vitae which should include relevant information about publications, working papers, conference participation, teaching experience, etc.** |
| **Areas of proven knowledge, experience, ability to provide guidance to less experienced CET colleagues and fulfil, whenever necessary, the role of case coordinator in the following two areas** | **nature and description of tasks, roles and responsibilities[[3]](#footnote-3)** | **Name and address of employer, institution or studies** | **From****(day, month, year)** | **To****(day, month, year)** |
| Empirical microeconomics, including, among others, structural econometric modelling, treatment effect analysis, impact assessment, surveying and simulation models |       |        |       |       |
| Microeconomic theory, including, among others, industrial organization, finance, corporate finance, public economics  |       |        |       |       |

9. **Information technology and office skills**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Tools*** | ***Word*** | ***Excel*** | ***Power point*** | ***Access*** | ***Frontpage*** | ***Outlook*** | ***Internet*** | ***Other*** |
| **Excellent** |   |   |   |   |   |   |   |   |
| **Very good** |   |   |   |   |   |   |   |   |
| **Good** |   |   |   |   |   |   |   |   |
| **Satisfactory** |   |   |   |   |   |   |   |   |
| **Basic** |   |   |   |   |   |   |   |   |

|  |  |
| --- | --- |
| 10. | **Do you have a physical disability requiring special arrangements to be made at the tests?** |
|  | **Yes [ ]**  | **No [ ]**  |
|  | **If so, please give details and indicate the nature of the special arrangements you consider necessary**.      |

**DECLARATION**

I, the undersigned, declare that:

a) I am citizen of one of the Member States of the European Union.

b) I enjoy my full rights as a citizen

c) I have fulfilled any obligations imposed on me by the laws concerning military service.

d) I meet the character requirements for the duties involved

e) the information provided above and in the annexes is true and complete.

I am aware that i am expected to produce supporting documents confirming the information given in my application.

I am aware that any false statement may invalidate my application and/or, where appropriate, result in the cancellation of the contract, pursuant to Article 50 of the Conditions of Employment of other Servants of the European Union[[4]](#footnote-4).

(Date) (Name and signiture)

1. Where necessary enclose a job description, if you have one. [↑](#footnote-ref-1)
2. E.g. full-time, part-time, etc. [↑](#footnote-ref-2)
3. Where necessary enclose a job description, if you have one. [↑](#footnote-ref-3)
4. <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01962R0031-20160101&from=FR>

 [↑](#footnote-ref-4)