

## APPENDIX

### MODEL CURRICULUM VITAE

#### I. Personal information

- Family name(s)
- First name(s)
- Gender
- Date and place of birth
- Nationality(ies)

#### II. Relevant qualifications summary<sup>1</sup> (200 words maximum)

#### III. Current professional activity (200 words maximum)

- Start date
- Name of employer
- Sector of activity
- Occupation or position held
- Main activities and responsibilities

#### IV. Relevant previous professional activity(ies)<sup>2</sup> (600 words maximum)

- Dates
- Name of employer
- Sector of activity
- Occupation or position held
- Main activities and responsibilities
  - at national/local level
  - at international level

#### V. Other relevant activities<sup>3</sup> (200 words maximum)

- Dates
- Name of organisation/body
- Sector of activity
- Position held
- Main activities and responsibilities
  - at national/local level
  - at international level

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<sup>1</sup> Please provide a summary of your qualifications relevant for CPT membership, with a particular emphasis on your field(s) of expertise and experience at international, national and local levels.

<sup>2</sup> Add separate entries for the most relevant professional activities, starting from the most recent.

<sup>3</sup> Add separate entries for the most relevant activities outside your principal professional activity, starting from the most recent.

**VI. Education/training<sup>4</sup> (200 words maximum)**

- Dates
- Title of qualification awarded
- Principal subjects/occupational skills covered
- Name and type of organisation

**VII. Publications<sup>5</sup> (350 words maximum)**

**VIII. Computer skills**

- Software packages<sup>6</sup>
- Other IT skills and competences<sup>7</sup>

**IX. Information about availability to serve the CPT effectively<sup>8</sup>**

**X. Information about any potential conflict of interest<sup>9</sup>**

**XI. Language skills<sup>10</sup>**

Mother tongue	Understanding		Speaking		Writing
Language	Listening	Reading	Spoken interaction	Spoken production	Writing skills
<b>a. Official languages</b>					
English					
French					
<b>b. Other languages</b>					

**INFORMATION FOR ADMINISTRATIVE USE ONLY:**

**Complete address** (No, Street, Postal Code, Town, Country):

**Telephones:**

Professional:

Personal (*optional*):

Mobile (*optional*):

**E-mail:**

<sup>4</sup> Add separate entries for the most relevant courses you have completed, starting from the most recent.

<sup>5</sup> Please list recent relevant publications, starting from the most recent, but not more than 10.

<sup>6</sup> Please indicate the software packages you are familiar with.

<sup>7</sup> Please specify any other IT skills and competences.

<sup>8</sup> Please indicate in particular if you can be available for the Committee for approximately 40 days or more per year.

<sup>9</sup> Please indicate how, if elected, your current position or function may give rise to a real or perceived conflict of interest and if you are prepared to relinquish that position or function once elected.

<sup>10</sup> Please provide a self-assessment of your level in languages other than your mother tongue using the Common European Framework of Reference for Languages: [Self-assessment Grids \(CEFR\)](#)