ANNEX IV: KEY EXPERTS

How to complete this CV form: In relevant fields, clarification text is presented in <> brackets. Please insert your information between the <> brackets as indicated in relevant fields. Square brackets [ ] and parts shaded in grey indicate options to choose: they should be deleted when applicable, but should not be modified. All other parts of this CV form must be left unchanged. In the final version of the CV form, please remember to delete this paragraph, any other text with yellow highlighting and to suppress grey brackets when applicable.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of expert** | **Proposed position[[1]](#footnote-1)** | **Years of  experience** | **Age** | **Educational background** | **Specialist areas of knowledge** | **Experience in partner country** | **Languages and degree of fluency[[2]](#footnote-2)** |
|  | <BL><Field of expertise from Table 1> |  |  |  |  | <list all relevant experiences in Montenegro> | <language>, <understanding>, <speaking>, <writing> |

Curriculum vitae

**Proposed role in the project: External expert for the filed**

Family name:

First names:

Date of birth:

Nationality:

Civil status: [single] [married]

Education:

|  |  |
| --- | --- |
| Institution  (Date from - Date to) | Degree(s) or Diploma(s) obtained: |
|  |  |
|  |  |
| <insert new line if needed> |  |

**Language skills:** Indicate competence in line with Common European Framework of Reference for Languages - Self-assessment grid **[[3]](#footnote-3)**

|  |  |  |  |
| --- | --- | --- | --- |
| Language | Reading | Speaking | Writing |
|  |  |  |  |
|  |  |  |  |
| <insert new line if needed> |  |  |  |

Membership of professional bodies:

**Other skills** (e.g. Computer literacy, etc.):

Present position:

Years within the firm:

**Key qualifications:** (Relevant to the project and selected field(s) of expertise)

Specific experience in the region:

|  |  |
| --- | --- |
| Country | Date from - Date to |
|  | <date>: <Brief description of assignment> |
|  |  |
|  |  |
| <insert new line if needed> |  |

Professional experience

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date from - Date to** | **Location** | **Company& reference person[[4]](#footnote-4) (name & contact details)** | **Position** | **Description** |
|  |  | <company>, <name>, <contact details> |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| <insert new line if needed> |  |  |  |  |

Other relevant information (e.g., Publications):

1. From Chapter 7 of document: 005-MA-2018-EOI-External-experts\_for-publication.docx [↑](#footnote-ref-1)
2. Common European Framework of Reference for Languages - Self-assessment grid: <http://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf> [↑](#footnote-ref-2)
3. <http://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf> [↑](#footnote-ref-3)
4. The Contracting Authority reserves the right to contact the reference persons. If you cannot provide a reference, please provide a justification. [↑](#footnote-ref-4)