**Curriculum Vitae (CV) for International or National Experts**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Proposed Position:** [TOR Expertise] | | | |  | | | | | | | | |
| **2. Name of Firm** *[name of firm proposing the expert, if applicable]:* | | | | |  | | | | | | | |
| **3. Name of Expert:** [Insert full name] | | |  | | | | | | | | | |
| **4. Current Residential Address:** | | |  | | | | | | | | | |
| **Telephone No.:** | | |  | | | | | | | | | |
| **Fax No.:** | | |  | | | | | | | | | |
| **E-Mail Address:** | | |  | | | | | | | | | |
| **5. Date of Birth** *[dd/mm/yyyy]:* | | |  | | | | | **Citizenship**: | | |  | |
| **6. Education** *[indicate college/university and other specialized education of expert, giving names of institutions, degrees obtained, and dates of obtainment:* | | | | | | | | | | | | |
|  |  | | | | | | | | | | | |
|  |  | | | | | | | | | | | |
|  |  | | | | | | | | | | | |
| **7. Membership of Professional Associations:** | | | | | |  | | | | | |
| **8. Other** **Trainings** *[Indicate significant training since degrees under 5 - Education were obtained]* | | | | | | | | | | | |
|  |  | | | | | | | | | | | | |
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|  |  | | | | | | | | | | | | |
| **9. Countries** **of** **Work** **Experience** *[List countries where expert has worked in the last ten years ]* | | | | | | | | |  | | | | |
| **10. Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:* | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | |
| **11. Employment** **Record** *[Starting with present position, list in reverse order every employment held by expert since graduation, giving each employment (see format below): dates of employment, name of employing organization, position held. ]:* | | | | | | | | | | | | | |
|  | **From** *[dd/mm/yyyy ]:* |  | | | | | **To** *[dd/mm/yyyy ]:* | | |  | | | |
|  | **Employer**: |  | | | | | | | | | | | |
|  | **Positions held:** |  | | | | | | | | | | | |
|  | | | | | | | | | | | | | |

**Note: Maximum of 5 pages.**

|  |  |  |
| --- | --- | --- |
| **12. Detailed Tasks Assigned** | **13. Work undertaken that Best Illustrates Capability to Handle the Tasks Assigned** | |
| *[List al tasks to be performed under this assignment ]* | *Among the assignments in which the expert has been involved, indicate the following information for those assignments that best illustrate the expert's capability to handle the tasks listed under point 12]:* | |
|  | Name of assignment or project: |  |
|  | Year: |  |
|  | Location: |  |
|  | Client: |  |
|  | Main project features: |  |
|  | Positions held: |  |
|  | Activities performed: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **14. Certification:** | | | |
| **I, the undersigned, certify to the best of my knowledge and belief:** | | | |
|  |  | **Yes** | **No** |
|  | **this CV correctly describes my qualifications and my experience** |  |  |
|  | **I am employed by the Executing or the Implementing Agency** |  |  |
|  | **I am a close relative of a current ADB staff member** |  |  |
|  | **I am the spouse of a current ADB staff member** |  |  |
|  | **I am a former ADB staff member.** |  |  |
|  | * **If yes, I retired from ADB over 12 months ago** |  |  |
|  | **I am part of the team who wrote the terms of reference for this consulting assignment** |  |  |
|  | **I am sanctioned (not eligible for engagement) by ADB.** |  |  |

**I understand that any willful misstatement described herein may lead to disqualification or dismissal, if engaged.**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Date: |  |
| [Signature of expert] |  |  | Day/Month/Year |