# Section 2. Form of Curriculum Vitae

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| --- | --- |
| **Position Title** | Program Coordinator |
| **Name** | {Insert full name} |
| **Date of Birth** | {Insert day/month/year} |
| **Country of Citizenship / Residence** | {Insert name of country} |

**Education:** {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

**Employment record relevant to the assignment:**

{Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

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| **Period** | **Employing organization and your title/position.**  **Contact info for references** | **Country** | **Summary of activities performed relevant to the Assignment** |
| {e.g., May 2005-present] | {e.g., Ministry of ……, advisor/consultant to…  For references: Tel…………/e-mail……;  Mr. Hbbbbb, deputy minister} |  |  |
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**IT　Skills:**

**Language Skills (indicate only languages in which you can work):**

**Candidate contact information:** (e-mail, phone)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by JICA.

Name of Candidate Signature Date{day/month/year}

Name of authorized Signature Date{day/month/year}

Representative of the Company

(the same who signs the Proposal)