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**APPLICATION FORM**

FOR THE POST OF HEAD OF PROGRAMME MANAGEMENT

**OF THE BEREC OFFICE**

**BEREC/2103/03**

Updated on 20/12/2013 with addition of HR under items 6. and 9. Current update does not change the validity of the Vacancy Notice or any information available and submitted on the Application Form before the update.

1. Surname[[1]](#footnote-1):

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2. Forename: Title: (e.g. Mr, Ms, Dr)

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3. Date of birth: dd/mm/yyyy

4. Gender Male Female

5. Address for correspondence[[2]](#footnote-2):

|  |  |
| --- | --- |
| Street, No, etc.: |  |
| Postal code: Town: | Country: |
| Office Telephone N°: | Mobile N°: |
| Private Telephone N°: | Fax N°: |
| E-mail address: Professional: |  |
| E-mail address: Personal: |  |

6. Nationality:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| BE | BG | CY | CZ | DK | DE | EL | ES | ET | FR | HR\* | HU | IE | IT |
| LT | LU | LV | MT | NL | AT | PL | PT | RO | FI | SE | SK | SV | UK |

(\*) Updated on 20/12/2013 with addition of HR

7. First university degree, with title and date of conferral:

8. Other studies:

9. Knowledge of languages:

Place the following numbers (1, 2 or 3) in the appropriate box or boxes:

mother tongue or thorough knowledge;

very good knowledge;

satisfactory knowledge.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| BG | CS | DA | DE | EL | EN | ES | ET | FI | FR | GA | HR\* | HU | IT | LT | LV | MT | NL | PL | PT | RO | SV | SK | SL |

(\*) Updated on 20/12/2013 with addition of HR

Other language(s):

10. Current employer (Indicate if you are self-employed or unemployed):

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Position |  |
| Total number of staff |  |

11. Summarize your professional experience - at least 12 years' of professional experience of which at least 5 years in the domain of the regulation of electronic communications (200 words max.):

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12. Summarize, if applicable, your professional experience at Management level. Please state for each relevant position the number of staff, budget and other resources (e.g. IT) under your direct responsibility (200 words max.):

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13. Summarize your European/international experience (200 words max.):

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14. Any membership role or affiliation that you have in organisations/bodies/clubs with a potential interest in the work of BEREC:

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15. Other interests or facts you consider pertinent:

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16. If you have a recognised disability which necessitates any special arrangements in the context of this selection procedure, please indicate below:

17. Declaration:

1. I declare on my word of honour that the information provided above is true and complete and I am aware that any incorrect statement may invalidate my application at any point in the selection process.

2. I further declare on my word of honour that:

(i) I am a national of one of the Member States of the European Union and enjoy my full rights as a citizen;

(ii) I have fulfilled any obligations imposed on me by laws concerning military service;

3. I undertake to produce on request documents to support my application and accept that failure to do so may invalidate my application;

4. I confirm that I am willing to make a commitment to act independently in the public interest and to make complete declarations of any direct or indirect interests that might be considered prejudicial to my independence.

Date and name:

Applicants must submit with this application form:

A covering letter summarising the reasons for applying

[A CV preferably drafted using the Europass CV format which you will find in:](http://www.europass.cedefop.europa.eu/) [http://www.europass.cedefop.europa.eu](http://www.europass.cedefop.europa.eu/)

1. IMPORTANT: your application will be registered under this name. Please use it in all correspondence. Any other name (*e.g.* maiden name) appearing on diplomas or certificates accompanying this application should be indicated below:  
    [↑](#footnote-ref-1)
2. The Commission’s services to which this application form is sent should be informed of any change of address. [↑](#footnote-ref-2)