##### Reference no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(for internal use)

##### ENAR Foundation Application form

##### Part 2

LANGUAGES (please list your mother tongue in the first line and indicate for the other languages in each case whether spoken or written):

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| --- | --- | --- | --- |
| Language | Fluent | Working knowledge | Basic |
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**EDUCATION:**

(Tell us about your education and qualifications, include relevant courses currently being undertaken. Please do NOT mention your place/university of graduation)

#### Subject Level/Qualification Date Gained

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| **TRAINING:**  **(**please list any training which did not lead to a qualification but which you feel is relevant to the advertised post) |
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| --- | --- |
| Employment History  Shortlisting is based on skills and experience you show and your history of employment is a key indicator.  Please start with your most recent employment or student jobs. It will be sufficient to briefly describe the main duties and responsibilities of your post.  Please expand on specific areas, please do so in the section on relevant experience/skills. | EMPLOYMENT HISTORY **1)** Name of Employer/Organisation:  Address:  From: To:  Job title and brief description of duties:  Reason for leaving:  -----------------------------------------------------------------------------------------------------------------------  **2)** Name of Employer/Organisation:  Address:  From: To:  Job title and brief description of duties:  Reason for leaving: |

With which IT tools and software are you familiar?

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**EXPERIENCE/SKILLS**

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| This section is for you to give specific information in support of your application.  The JOB DESCRIPTION contains information on the job content. This includes **the job title and overall purpose and content of the job and a description of the main duties and responsibilities of the post.**  In relation to the list of required experiences, skills and education, **please describe clearly what you have gained that is necessary for this job.**  **Describe relevant experiences so that you can help us to assess your knowledge, skills and abilities.** It is not sufficient merely to duplicate what the call asks. However, **please ensure that you give us only information that is relevant to the specific requirements of the post, so that the essential points are not overlooked.**  **Therefore this section is a crucial part of the application and needs to be filled with special attention.** |  |

If you need more space please add pages