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| **Position applied for:** | **specify position here** |

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| **PERSONAL DATA** | | | | **Insert photo here** |
| First and last name |  | | |
| Nationality, Gender |  | | |
| Country & city of residence |  | | |
| Date and place of birth |  | | |
| Age / Height / Weight |  |  |  |
| Status / Children |  | |  |
| No. Passport / Expiry |  | |  |
| Contacts | Cell #**:**  Tel #**:** | | e-mail**:** | Skype ID**:** |
| Driving license / Year |  | |  | |
| Health / Smoker | **Excellent** | | **Non smoker** | |
| Do you have experience overseas? If yes, where? |  | | | |
| Have you ever been to Middle East? (tourism or work purposes) |  | | | |

NOTE: Please evaluate each skill of languages below using scale from 2 to 5 and mark with “+” or any other relevant sign on the opposite side of each language.

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| 2 – Elementary = hard to communicate | 3 – Basic = able to have a basic discussion |
| 4 - Intermediate = comfortable communicating | 5 – Advanced = fluent |

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| LANGUAGE | **Written** | | | | **Spoken** | | | | **Understanding** | | | |
|  | **2** | **3** | **4** | **5** | **2** | **3** | **4** | **5** | **2** | **3** | **4** | **5** |
| English |  |  |  |  |  |  |  |  |  |  |  |  |
| Russian |  |  |  |  |  |  |  |  |  |  |  |  |
| French |  |  |  |  |  |  |  |  |  |  |  |  |
| German |  |  |  |  |  |  |  |  |  |  |  |  |
| Italian |  |  |  |  |  |  |  |  |  |  |  |  |
| Arabic |  |  |  |  |  |  |  |  |  |  |  |  |
| Other (please clarify) |  |  |  |  |  |  |  |  |  |  |  |  |

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| **ADDITIONAL INFO** | | | |
| TOEFL Score (if tested) | N/A | | |
| Other tests (if tested) | N/A | | |
| Other Diplomas or Certificates | N/A | | |
| Computer Level | Basic | Medium | Advanced |
|  |  |  | **+** |

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| **EDUCATION-Institution** | **Specialization** | **Duration,**  **years** | **Year of graduation/City/ Country** |
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| **WORK EXPERIENCE** | |
| Position |  |
| Company’s name |  |
| Period / City / Country |  |
| Responsibilities |  |

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| --- | --- |
| **WORK EXPERIENCE** | |
| Position |  |
| Company’s name |  |
| Period / City / Country |  |
| Responsibilities |  |

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| --- | --- |
| **WORK EXPERIENCE** | |
| Position |  |
| Company’s name |  |
| Period / City / Country |  |
| Responsibilities |  |

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| **WORKING HOURS** | | |
| I am willing to work | Less than 40 hours / week |  |
| 40 – 50 hours / week |  |
| More than 50 hours / week |  |

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| **IMPORTANT INFORMATION** | |
| I know and agree to be charged by agency for amount of 499 USD (in hryvnas) after signing a Job Offer with employer (yes / no) |  |
| **The fields below must be filled up if you are under 25** | |
| Parents (name, phone number) |  |
| Do your parents know and agree that you go to work in a different country?  (yes / no) |  |

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| **DECLARATION** |
| 1. I give my consent for the Company to obtain and verify information from or with any source, as you deem appropriate for the assessment of my application for employment. 2. I declare that all information given by me in this application for employment and any sheets attached hereto are true to the best of my knowledge and I have not willfully suppressed any material fact. I accept that if any of the information given by me in this application is in any way false or incorrect, my application may be rejected, any offer of employment may be withdrawn or my employment with the Company may be terminated summarily or I may be dismissed from the Company. |

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| --- | --- |
|  | **Date: \_\_/\_\_/2015** |

Insert your full size foto.



Отправляйте заполненную анкету на

info@getworkua.com