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| Description: UN logo for letterhead  **United Nations Nations Unies**  IRMCT **-** MIFRTP |
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PERSONAL HISTORY PROFILE

Instructions: Please type your answers in the form.

General Details

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| --- | --- | --- | --- |
| Family Name | First Name | Middle Name | Maiden name, if any |
| Date of birth (D/MM/YYYY) | City of birth | Country of Birth | |
| Country of Nationality (at Birth) | Second Nationality (if any) | Country of Present Nationality | 2nd Nationality (if any) |
| Sex | Height [cm] | Weight [kg] | |
| Marital status  SingleMarriedSeparatedWidow/er Divorced | | | |
| Entry into United Nations service might require assignment and travel to any area of the world in which the United Nations might have responsibilities. Have you any disabilities which might limit your prospective field of work or your ability to engage in air travel?  YESNO  If "yes", please describe: | | | |
| Are there any limitations on your ability to perform in your prospective field of work?  YESNO | | | |
| E-mail Address | | | |
| Have you taken up any legal steps towards changing your present nationality, explain the circumstances: | | | |
| What is your preferred field of work? | | | |
| Would you accept employment for less than six months?  YESNO | | | |
| If you have previously submitted an application for employment and/or undergone any tests with the United Nations, please indicate when: | | | |
| State any other relevant facts, include information regarding any residence outside the country of your nationality: | | | |
| Have you ever been arrested, indicted, or summoned into court as a defendant in a criminal proceeding, or convicted, fined, or imprisoned for the violation of any law (excluding minor traffic violations)?  YESNO  Give full explanation of each case: | | | |

Address/es (complete postal address/es please)

|  |  |
| --- | --- |
| Permanent    Tel. No.  Mobile | Present    Tel. No.  Mobile |

Relations

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Are any of your relatives employed by a public international organization?  YESNO | | | | | | |
| If you have any dependants, list them below: | | | | | | |
| *Name* | *Relationship* | *Birth Date* | *Gender* | *City, Country of Birth* | | *Nationalities* |
| List any relatives employed by the United Nations or its Specialized Agencies below: | | | | | | |
| *Name* | | *Relationship* | | | *Organization* | |

Education

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| List all UNIVERSITY DEGREES OR EQUIVALENT qualifications obtained.  Give full details - N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees. | | | | | | | | | | | |
| *University or Equivalent* | *City, Country* | | *Attended From-To* | | | | *Main Course of Study* | | *Degree or Academic Distinctions Obtained* | | *Exact Title of Degree* |
| *MM / YYYY* | | *MM / YYYY* | |
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| List SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION from age 14 (e.g. high school, technical school, or apprenticeship). | | | | | | | | | | | |
| *School* | | *City, Country* | | *Attended From - To* | | | | *Main course of Study* | | *Certificates or Diplomas Obtained* | |
| *MM / YYYY* | | *MM / YYYY* | |
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Publications

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| List any significant publications you have written. | | | |
| *Journal/Publisher* | *Title of Publication* | *Month of Publication* | *Year of Publication* |
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| List professional societies and activities in civil, public, or international affairs. | | | |

Employment

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| Starting with your present post (or most recent), list in reverse order every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post. | | | | |
| From | To | Salaries Per Annum (indicate currency) | | Exact Title of Your Post |
| DD/MM / YYYY | DD/MM / YYYY | Starting ( net / gross )  **/** | Final ( net / gross )  **/** |
| Name of Employer | | | | Type of Business |
| Address of Employer | | | Name of Supervisor and email address | |
| Telephone Number | | | No. and kind of Employees Supervised by You | |
| Employment Type (Full or Part Time): | | | | |
| Is this a civil servant position of your government?  YESNO | | | | |
| Description of Your Duties | | | | |
| Summary of Achievements | | | | |
|
| Reason for Leaving | | | | |

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| --- | --- | --- | --- | --- |
| From | To | Salaries Per Annum (indicate currency) | | Exact Title of Your Post |
| DD/MM / YYYY | DD/MM / YYYY | Starting ( net / gross )  **/** | Final ( net / gross )  **/** |
| Name of Employer | | | | Type of Business |
| Address of Employer | | | Name of Supervisor and email address | |
| Telephone Number | | | No. and kind of Employees Supervised by You | |
| Employment Type (Full or Part Time): | | | | |
| Is this a civil servant position of your government?  YESNO | | | | |
| Description of Your Duties | | | | |
| Summary of Achievements | | | | |
|
| Reason for Leaving | | | | |

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| --- | --- | --- | --- | --- |
| From | To | Salaries Per Annum (indicate currency) | | Exact Title of Your Post |
| DD/MM / YYYY | DD/MM / YYYY | Starting ( net / gross )  **/** | Final ( net / gross )  **/** |
| Name of Employer | | | | Type of Business |
| Address of Employer | | | Name of Supervisor and email address | |
| Telephone Number | | | No. and kind of Employees Supervised by You | |
| Is this a civil servant position of your government?  YESNO | | | | |
| Employment Type (Full or Part Time): | | | | |
| Description of Your Duties | | | | |
| Summary of Achievements | | | | |
|
| Reason for Leaving | | | | |

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| --- | --- | --- | --- | --- |
| From | To | Salaries Per Annum (indicate currency) | | Exact Title of Your Post |
| DD/MM / YYYY | DD/MM / YYYY | Starting ( net / gross )  **/** | Final ( net / gross )  **/** |
| Name of Employer | | | | Type of Business |
| Address of Employer | | | Name of Supervisor and email address | |
| Telephone Number | | | No. and kind of Employees Supervised by You | |
| Is this a civil servant position of your government?  YESNO | | | | |
| Employment Type (Full or Part Time): | | | | |
| Description of Your Duties | | | | |
| Summary of Achievements | | | | |
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| Reason for Leaving | | | | |

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| --- | --- | --- | --- | --- |
| From | To | Salaries Per Annum (indicate currency) | | Exact Title of Your Post |
| DD/MM / YYYY | DD/MM / YYYY | Starting ( net / gross )  **/** | Final ( net / gross )  **/** |
| Name of Employer | | | | Type of Business |
| Address of Employer | | | Name of Supervisor and email address | |
| Telephone Number | | | No. and kind of Employees Supervised by You | |
| Is this a civil servant position of your government?  YESNO | | | | |
| Employment Type (Full or Part Time): | | | | |
| Description of Your Duties | | | | |
| Summary of Achievements | | | | |
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| Reason for Leaving | | | | |

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| --- | --- | --- | --- | --- |
| From | To | Salaries Per Annum (indicate currency) | | Exact Title of Your Post |
| DD/MM / YYYY | DD/MM / YYYY | Starting ( net / gross )  **/** | Final ( net / gross )  **/** |
| Name of Employer | | | | Type of Business |
| Address of Employer | | | Name of Supervisor and email address | |
| Telephone Number | | | No. and kind of Employees Supervised by You | |
| Is this a civil servant position of your government?  YESNO | | | | |
| Employment Type (Full or Part Time): | | | | |
| Description of Your Duties | | | | |
| Summary of Achievements | | | | |
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| Reason for Leaving | | | | |

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| Have you any objections to our making inquiries of your present employer?  YESNO | |
| Other agencies of the United Nations System may be interested in our applicants. Do you have any objection to your personal history profile being made available to them?  YESNO | |
| For clerical grades only:  Indicate typing speed in words per minute. | |
| *English* **-** | *French -* |
| List any office machines or equipment you can use: | |

Languages

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What is your mother tongue? | | | | | | | | |
|  | *Read* | | *Write* | | *Speak* | | *Understand* | |
| *Other Languages* | *Easily* | *Not Easily* | *Easily* | *Not Easily* | *Easily* | *Not Easily* | *Easily* | *Not Easily* |
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**References**

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| List three persons, not related to you, and not current United Nations staff members, who are familiar with your character and qualifications. Do not repeat names of supervisors listed under Employment. | | | | |
| *Full Name* | *Business or Occupation* | *Telephone Number* | *Complete Postal Address* | *E-mail* |
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| **I certify that the statements made by me in answer to the foregoing questions are true, complete, and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on this Personal History Profile, or other document requested by the Organization, renders a staff member of the United Nations liable to termination or dismissal.**  **DATE:**  **SIGNATURE:** |
| **N. B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.** |