**APPLICATION FORM**

**ACER Graduate Programme**

**Reference: ACER/GRADUATE/2023/OC**

**Personal Information**

|  |  |
| --- | --- |
| SURNAME (family name) |  |
| NAME (given name) |  |
| Nationality |  |
| Gender |  |
| Date of birth |  |
| Place of birth |  |
| Country of birth |  |

**Contact Details**

|  |  |
| --- | --- |
| Address (Street / number / post code / city / country |  |
| Phone number |  |
| E-mail address  (to be used for communication) |  |

**Please clearly indicate below the Team/Profile of your choice.**

**(Please indicate max. 2 teams, stating the preference. Please consult the Graduate call for conditions of the Graduate Programme).**

|  |  |
| --- | --- |
| 1. CHOICE |  |
| 2. CHOICE |  |

|  |  |
| --- | --- |
|  | **Team/Profile** |
| 1 | Data Analysis |
| 2 | Human Resources |
| 3 | Environmental Management – Facility |
| 4 | Communications |

**Education and training (add fields as necessary)**

|  |  |  |
| --- | --- | --- |
| **Provide information about your educational background** | | |
| 1 | Period (from-to) |  |
| Name and type of educational establishment |  |
| Title of qualification awarded |  |
| Field of study |  |
| Level |  |
| Location |  |
| Principal subjects and organisational skills covered |  |
| 2 | Period (from-to) |  |
| Name and type of educational establishment |  |
| Title of qualification awarded |  |
| Field of study |  |
| Level |  |
| Location |  |
| Principal subjects and organisational skills covered |  |

**Professional Experience**

|  |  |  |
| --- | --- | --- |
| **Please list all your professional and traineeship experiences. (add fields as necessary)** | | |
| 1 | Period (start-end date)  Calculated length (X years, Y months) |  |
| % of full time |  |
| Name of organisation / employer |  |
| Job title / position held |  |
| Type of employment (paid/unpaid traineeship, voluntary work, permanent employee, temporary employee, self-employed, other) |  |
| Description (max 100 words) |  |

|  |  |  |
| --- | --- | --- |
| **Please list all your professional and traineeship experiences. (add fields as necessary)** | | |
| 2 | Period (start-end date)  Calculated length (X years, Y months) |  |
| % of full time |  |
| Name of organisation / employer |  |
| Job title / position held |  |
| Type of employment (paid/unpaid traineeship, voluntary work, permanent employee, temporary employee, self-employed, other) |  |
| Description (max 100 words) |  |

**Skills and Competences**

|  |  |  |
| --- | --- | --- |
| **Please list your skills and competences** | | |
|  | Computer skills |  |
| Technical Skills and Competences |  |
| Communication and organisational skills |  |
| Other relevant skills |  |

**Knowledge of languages**

**Please use the self-assessment grid available** [**HERE**](https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=090000168045bb52)

|  |  |  |  |
| --- | --- | --- | --- |
| **EU Language** | **My level of language proficiency** | | |
| **Understanding (Listening + Reading)** | **Speaking** | **Writing** |
| Select Language | Select Level | Select Level | Select Level |
| Select Language | Select Level | Select Level | Select Level |
| Select Language | Select Level | Select Level | Select Level |
| Select Language | Select Level | Select Level | Select Level |

**Additional Personal Information**

|  |
| --- |
| Do you have a physical disability that may require special arrangements to be made if you are chosen?  Yes No  If **YES**, please give details and indicate the nature of the special arrangements you believe would be necessary (250 words maximum): |
| [type here] |

**Motivation**

|  |
| --- |
| **Motivation statement** |
| This page provides you with an opportunity to explain your application –**Why would you like to join ACER as a graduate**. (250 words maximum) |
| [type here] |