INTER-PARLIAMENTARY UNION



PERSONAL HISTORY

Attach a recent photo of yourself

Please answer each question clearly and completely.

Type or print in ink.

Read carefully and follow all directions.

1. Family name First name				e Other names				Maiden Name					
2. Date of birth (D/M/Y) 3. Countr				th		4. Natio	ionality/ies at birth			5. Present nationality/ies			
6. Sex M 🔲 F 🗌	7. Marital status: Single				ed Legally separated Divorced Widow(er)								
8. Permanent address:				9. Present address:						10. Telephone no. during working hours:			
Telephone:			Telep	hone:									
Fax:			Fax:					Fax:					
E-mail:	E-mail:			E-mail:						E-mail:			
11. Have you taken up legal resident of "yes", in which country?	dence status i	n any cou	intry othe	er than that of y	our natio	onality	Yes	No	· 🗆				
12. Have you taken any legal ste If "yes", explain fully:	our prese	oresent nationality Yes No No											
13. Have you any dependants?	Yes 🗌	No 🗌	If "y	yes", give the fol	llowing in	nformation:							
Name Age				Relationship		Name		Age		Relationship			
14. What is your preferred field of work?				<u> </u>					15. Vacancy Notice applied for:				
16. Would you accept employment for less than six months? Yes ☐ No ☐				17. Have you previously submitted an application for employment with the IPU? If so, when?									
18. Indicate the name of any rela				er international			,						
Name:	tuvės working		nization:	er merradonar	organiza	dons.	Relationship:						
19. KNOWLEDGE OF LANGUA	GES. Indicate	your firs	: languag	e; if not the sam	ne, indica	ate also moth	ner tongue:						
Read				T	Write		Spe	nak		1.16	Understand		
Other languages	Easily	1	easily	Easily		lot easily	Fluently	Not flue	ntly	Easily	Not easily		
20. For secretarial positions only: Indicate speed in words per minute:							21. List compu		nd of	fice machines			
	English	E».	ench	Spanish	Other	· languages							
Typing	LUKUSU	- 116	JICH	эраніян									
Shorthand		+											
Shortiuna				I	1		I						
Please retur							amentary Unioi 22-919 4160 E			Pommier, P.O.Bo	ox 330,		

Institution Name, place and country		Years a	ttended	Certifica	tes, diplomas, degrees distinctions obtaine		Main area of
		From To)	distinctions obtaine	ea	study
ist any significant publication	ons you have writte	en (do not attac	ch):				
EMPLOYMENT RECOR	D. <u>Starting</u>	with your pre in the arr	present	post , list in rev	erse order every	employment you	have had. Use a se
EMPLOYMENT RECOR block for each post. Ir more space, attach addition	nclude also servio	ce in the arr ne size.	med for	ces and note any p	eriod during which	you were not g	have had. Use a se ainfully employed. If you
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Address and telephone of employer:			Name of supervisor:					
	122	Number and kind of employees supervised by you:		Reason for leaving:				
DESCRIPTIO	IES							
•								
From To Salary p Month/Year Month/Year Starting			per annum Exact title of your post: Final					
Name of employer:		Type of activity:						
Address and telephone of emplo	yer:		Name of supervisor:					
			Number and kind of er supervised by you:	Number and kind of employees Reason for leaving:				
DESCRIPTIO	N OF YOUR DUT	IES	supervised by you.					
From Month/Year	To Month/Year	Salary p Starting	er annum Final	Exact title of your post:				
Name of employer:			Type of activity:					
Address and telephone of emplo	yer:		Name of supervisor:					
		IFS	Name of supervisor: Number and kind of er supervised by you:	nployees	Reason for leaving:			
	yer: N OF YOUR DUT	IES	Number and kind of er	nployees	Reason for leaving:			
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DESCRIPTION From Month/Year	To Month/Year	Salary p	Number and kind of er supervised by you:					
From Month/Year Name of employer: Address and telephone of emplo	To Month/Year	Salary ρ Starting	Number and kind of er supervised by you: oer annum Final Type of activity:	Exact title of your po				

25. Have you any objections to our making inquiries of your present employer? Yes No							
26. Have you any objections to our sharing this form with other intern	ational organizations?	No 🗌					
27. Are you now, or have you ever been, a permanent civil servant in your government's employ? Yes No If "yes", when?							
28. REFERENCES: List three persons, not related to you, who are familiar with your character and qualifications. Do <u>not</u> repeat names of supervisors listed under item 24.							
FULL NAME	FULL ADDRESS	OCCUPATION					
29. State any other relevant facts, including membership in professional societies. Include information regarding any residence outside the country of your nationality.							
30. Appointment is subject to a satisfactory medical examination. and might entail travel to any area of the world. Have you any disabilities which might limit your work or your ability to engage in air travel?							
No Service Ser							
31. Have you ever been arrested, indicted, or summoned into a court as a defendant in a criminal proceeding, or convicted, fined or imprisoned for the violation of any law (excluding minor traffic violations)?							
No Yes							
If "yes", give full particulars of each case in an attached statement.							
32. How did you hear about the Inter-Parliamentary Union and this post?							
33. 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 misrepresentations or material omission made on a Personal History form or other document requested by the IPU renders a staff member of the IPU liable to 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.