Applicants are required to complete and digitally sign this (1) **application form** and submit it along with their (2) **Curriculum Vitae**.

NB: Shortlisted candidates will subsequently be asked to provide details of two professional references.

**The deadline to submit applications is Tuesday 1st June 2021, 23:59 Brussels time (CEST).**

Applications should be sent to echo@bozar.be with “ECHO Network Manager application” in the subject line.

**There are four sections in this form:**

1. **Contact information**
2. **Employment and relevant work-related experience**
3. **Language skills**
4. **Letter of motivation**

**1. Contact information**

|  |  |
| --- | --- |
| **First and second name** |  |
| **Contact address** |  |
| **Mobile phone number** |  |
| **Email address** |  |

**2. Employment and relevant work-related experience**

*Brief summary of role and achievements. Please give details of your work-related experience covering no more than the last 8 years, or since leaving full-time education if this is sooner, starting with the most recent. Work-related experience can include voluntary work or other periods away from employment. It will not prejudice your application if you disclose a period out of formal employment (e.g. time spent at home bringing up children or a period of ill health). Please be succinct and provide evidence that is relevant to the role. Please feel free to add extra lines, if necessary.*

|  |  |
| --- | --- |
| **Post title** |  |
| **Employer** |  |
| **Dates** |  |
| **Main activities and responsibilities** |  |
| **Achievements** |  |
|  |  |
| **Post title** |  |
| **Employer** |  |
| **Dates** |  |
| **Main activities and responsibilities** |  |
| **Achievements** |  |
|  |  |
| **Post title** |  |
| **Employer** |  |
| **Dates** |  |
| **Main activities and responsibilities** |  |
| **Achievements** |  |
|  |  |
| **Post title** |  |
| **Employer** |  |
| **Dates** |  |
| **Main activities and responsibilities** |  |
| **Achievements** |  |
|  |  |
| **Post title** |  |
| **Employer** |  |
| **Dates** |  |
| **Main activities and responsibilities** |  |
| **Achievements** |  |

**3. Language skills**

*Self-assessment: native speaker; full professional fluency; good; moderate; basic. Please feel free to add extra lines, if necessary.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Language** | **Speaking** | **Writing** | **Listening** | **Reading** |
|  |  |  |  |  |
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|  |  |  |  |  |
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**4. Letter of Motivation**

*In support of your application please tell us here why you are suitable to fulfil the listed roles and responsibilities, and how your skills and experience match the requirements outlined in the* ***role profile****. Your statement should be succinct and to the point (maximum 1000 words). It will be used for shortlisting.*

|  |  |
| --- | --- |
| **Place, date** | **Signature** |
|  |  |

*Please sign and submit your application electronically to the email address provided.*