**Curriculum Vitae (CV) for International or National Experts**

|  |  |  |
| --- | --- | --- |
| **1.** | **Proposed Position:** | *[TOR Expertise]* |
| **2.** | **Name of Firm:*****(Do not abbreviate or use symbols in any portion of the firm or individual name)*** | *[Insert name of firm proposing the expert, if applicable]* |
| **3.** | **Name of Expert:*****(Do not abbreviate or use symbols in any portion of the firm or individual name)*** | *[Consultant Name]* |
| **4.** | **Current Residential Address:** |  |
|  | **Telephone No.:** |  |
|  | **Fax No.:** |  |
|  | **E-Mail Address:** |  |
| **5.** | **Date of Birth:** |  |
|  | **Citizenship[[1]](#footnote-2):** |  |
|  | **Type of government ID and ID Number.** **(*please attach a copy of the ID to this form)*** |  |
| **6.** | **Education:** | *[Indicate college or university and other specialized education of expert, giving names of institutions, degrees obtained, and dates of obtainment]* |
| **7.** | **Membership in Professional Associations:** |  |
| **8.** | **Other Trainings:** | *[Indicate significant training since degrees under 5 - Education were obtained]* |
| **9.** | **Countries of Work Experience:** | *[List countries where expert has worked in the last 10 years]* |
| **10.** | **Languages**: | *[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]* |
| **11.** | **Employment Record**  | *[Starting with present position, list in reverse order every employment held by expert since graduation, providing for each employment (see format here below): dates of employment, name of employing organization, positions held.]*From *[Month/Year]*: To *[Month/Year]*: Employer: Positions held:  |

|  |  |  |  |
| --- | --- | --- | --- |
| **12.** | **Detailed Tasks Assigned***[List all tasks to be performed under this assignment]* | **13.** | **Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned***[Among the assignments in which the expert has been involved, indicate the following information for those assignments that best illustrate the expert’s capability to handle the tasks listed in line 11.]*Name of assignment or project: Month and Year: Location: Client: Main project features: Positions held: Activities performed:  |

**14. Certification**:

I, the undersigned, certify to the best of my knowledge and belief that

* + - 1. This CV correctly describes my qualifications and experience;
			2. I am not a current employee of the Executing or the Implementing Agency;
			3. In the absence of medical incapacity, I will undertake this assignment for the duration and in terms of the inputs specified for me in the TOR;
			4. I was not part of the team who wrote the terms of reference for this consulting services assignment;
			5. I do not have conflict of interest with the proposed assignment;
			6. I am not subject to any national or international sanctions, temporary suspension or debarment by ADB or other multilateral development banks (MDB);
			7. I confirm that I will be available to carry out the assignment in accordance with the implementation arrangements and schedule set out in the TOR.
			8. I have not been found guilty or convicted of any violation of law that is not a minor traffic violation.
			9. I can accept payments through the international banking system or otherwise discharge ADB’s obligation upon initiation of wire transfer.
			10. I understand that it is my obligation to notify the Client and ADB should I become subject to any national or international sanction, including becoming ineligible to work with ADB or other MDBs, cannot accept payments through the international banking system, should integrity issues including conflict of interest arise and/or I be convicted of an offence excluding minor traffic violations

If the answer to any of the declarations above is NO, please provide details:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

 Date:

*[Signature of expert* *Day/Month/Year*

1. For proposed national experts who are individuals of ADB member countries and have appropriate authorization to legally reside and work in the country of the assignment, but do not hold the nationality of that country, provide supporting documentation. [↑](#footnote-ref-2)