# HCD expert

# selection criteria form

### Guidelines

* Use up to 150 words per cell.
* Add extra rows if needed.
* Do not attach any other document.
* Submit it, by the deadline, together with your cover letter and curriculum vitae. For further information, refer to the paragraph “Formal requirements” on page 4 of the vacancy notice (English version).

### Personal information

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| --- | --- | --- | --- |
| Your last name: |  | Your first name: |  |

### Professional experience

Applicants should have a minimum of six years - over the last 10 years - of professional experience in the field of human capital development, as per the section: What will you do and how will you work?

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| Dates From-to in mm/yy | Your job title Your employer | Your role Description of your activities |
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Candidates should have, as part of the six years of experience in the field of human capital development: at least three years in one or more of the following sub-field(s):

* lifelong learning systems development
* labour market and employment policies
* digital transformation of learning (formal, non-formal and informal)

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| Sub-field | Dates From-to in mm/yy | Your job title Your employer | Your role Description of your activities |
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Technical knowledge and skills

Very good knowledge of HCD and in one or more of the ETF’s thematic domains

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| How did you acquire the knowledge? | How did you apply the knowledge in your work? |
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Very good knowledge and skills in policy advice processes, tools and instruments in HCD

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| How did you acquire the knowledge and skills? | How did you apply the knowledge and skills in your work? |
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Very good knowledge and skills in monitoring and assessment in the ETF’s thematic domains

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| How did you acquire the knowledge and skills? | How did you apply the knowledge and skills in your work? |
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Very good skills in applying EU and global policies within programmes and instruments in the context of development cooperation

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| How did you acquire the skills? | How did you apply the skills in your work? |
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Very good skills in networking and partnerships with international organisations

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| How did you acquire the skills? | How did you apply the skills in your work? |
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Good knowledge of EU and global HCD policies

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| How did you acquire the knowledge? | How did you apply the knowledge in your work? |
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Good understanding of project management

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| How did you acquire the understanding? | How did you apply it in your work? |
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Asset

Work experience in or for the ETF partner countries, and in other transition economies

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| Dates From-to in mm/yy | Your job title Your employer | Your role Description of your activities |
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