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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **BOOST EMPLOYMENT PROJECT**  **Application for Employment** | | | | | | *We are an Equal Opportunity Employer.* | | | *Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a CV.* |
|  | | | | | | | | | |
| **Personal Information** | | | | | | | | | |
| **Name, Last Name** | |  |  | | |  | | |  |
|  | | | | | | | | | |
| **Address** | |  | **City** | | | **State** | | | **Zip** |
|  | | |  | | |  | | |  |
| **Phone Number** | | **Mobile Number** | **Email Address** | | |  | | |  |
|  | |  |  | | | | | | |
| **Do you have any other citizenship?** | |  | **If Yes, please list:** | | | | | | |
| Yes | No | |  | | | |  | |  |
|  | | | | | | | | | |
| **Position** | | | | | | | | | |
| **Position You Are Applying For** | | | **Available Start Date** | | |  | | | **Desired Pay** |
|  | | |  | | | | | |  |
| **Desired Employment** | |  |  | | |  | | |  |
|  |  | Full Time | |  | Part Time | |  |  |  |
|  | | | | | | | | | |
| **Strengths** | | | | | | | | | |
| **Personal** | | | **Professional** | | | **Social** | | | **Methodological** |
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| **Weaknesses** | | | | | | | | | |
| **Personal** | | | **Professional** | | | **Social** | | | **Methodological** |
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| **Mitigating Weaknesses** | | | | | | | | | |
| **Personal** | | | **Professional** | | | **Social** | | | **Methodological** |
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| **Key Questions** | | | | | | | | | |
| **Why do you want to work for Swisscontact?** | | |  | | | | | | |
| **How well do you know the Albanian Labor Market?** | | |  | | | | | | |
| **What will be your biggest challenge in this job?** | | |  | | | | | | |
| **How do you work in a team?** | | |  | | | | | | |
| **What are your hobbies?** | | |  | | | | | | |
| **What is your availability to work?** | | |  | | | | | | |
| **Mobility and driving availabilities** | | |  | | | | | | |
| **List of previous works, products, deliverables (attach photos, links, documents, etc…)** | | |  | | | | | | |
|  | | |  | | | | | | |
| **Employment History** | | | | | | | | | |
| **Employer (1)** | |  | **Job Title** | | |  | | | **Dates Employed** |
|  | | |  | | | | | |  |
| **Work Phone** | |  | **Starting Pay Rate** | | |  | | | **Ending Pay Rate** |
|  | | |  | | | | | |  |
| **Address** | |  | **City** | | | **State** | | | **Reason for leaving** |
|  | | |  | | |  | | |  |
| **Employer (2)** | |  | **Job Title** | | |  | | | **Dates Employed** |
|  | | |  | | | | | |  |
| **Work Phone** | |  | **Starting Pay Rate** | | |  | | | **Ending Pay Rate** |
|  | | |  | | | | | |  |
| **Address** | |  | **City** | | | **State** | | | **Reason for leaving** |
|  | | |  | | |  | | |  |
| **Employer (3)** | |  | **Job Title** | | | | | | **Dates Employed** |
|  | | |  | | | | | |  |
| **Work Phone** | |  | **Starting Pay Rate** | | |  | | | **Ending Pay Rate** |
|  | | |  | | | | | |  |
| **Address** | |  | **City** | | | **State** | | | **Reason for leaving** |
|  | | |  | | |  | | |  |
| **Employer (4)** | |  | **Job Title** | | |  | | | **Dates Employed** |
|  | | |  | | | | | |  |
| **Work Phone** | |  | **Starting Pay Rate** | | |  | | | **Ending Pay Rate** |
|  | | |  | | | | | |  |
| **Address** | |  | **City** | | | **State** | | | **Reason for leaving** |
|  | | |  | | |  | | |  |
| **Employer (5)** | |  | **Job Title** | | |  | | | **Dates Employed** |
|  | | |  | | | | | |  |
| **Work Phone** | |  | **Starting Pay Rate** | | |  | | | **Ending Pay Rate** |
|  | | |  | | | | | |  |
| **Address** | |  | **City** | | | **State** | | | **Reason for leaving** |
|  | | |  | | |  | | |  |
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| **Signature Disclaimer** | | | | | | | | | |
| *I certify that my answers are true and complete to the best of my knowledge.*  *If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.* | | | | | | | | | |
| **Name**  **(Please Print)** | |  | **Signature** | | | | | | |
|  | | |  | | | | | | |
| **Date** | |  |
|  | | |

Swisscontact offers attractive working conditions in an international and multicultural context. We see our work as a joint effort in an agile organizational culture: mutual respect, trust and teamwork.

We look forward to receiving your online application with the following documents: letter of motivation, curriculum vitae template, application form, diplomas and references.

**For further information please visit** [**www.swisscontact.org**](http://www.swisscontact.org)