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14 February 2022

**EUROPEAN EXTERNAL ACTION SERVICE**

**Vacancy Notice**

**Political Adviser to the EUSR for the South Caucasus and the crisis in Georgia**

The EU Special Representative (EUSR) for the South Caucasus and the crisis in Georgia is seeking to appoint a political adviser based in Georgia.

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| Organisation | EU Special Representative for the South Caucasus and the crisis in Georgia |
| Job Title | POLITICAL ADVISER BASED IN GEORGIA |
| Organisation: | European Union Special Representative for South Caucasus and Crisis in Georgia |
| Duty Station | Tbilisi, Georgia |
| Availability | As soon as possible |
| **CONTRACT REGIME** | **INTERNATIONALLY CONTRACTED**  |
| Category | Expert level |
| Security Clearance Level | EU Secret |
| Essential Requirements | Citizenship - Citizen of a Member State of the European Union (EU) and enjoying full rights as a citizen. |
| Methodology | Interested candidates should use the attached application form and send it by email to the office of Special Representative for South Caucasus and Crisis in Georgia:Bjoern.KUEHNE@ext.eeas.europa.eu Tel. +32 2 584 20 05andJoanna.RAU@ext.eeas.europa.euTel: + 32 2 584 91 83 |
| **The closing date for applications is Friday, 4 March 2022 (COB)** |

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**EUROPEAN EXTERNAL ACTION SERVICE**

**EU Special Representative for the South Caucasus and the crisis in Georgia**

**Vacancy: Political Adviser based in Georgia**

**ANNEX**

 **APPLICATION FORM**

**(**Please fill the application electronically and answer each question clearly and completely.)

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| **A – PERSONAL DATA** |
| Family Name | First Name | Passport/ID number |
| Date of Birth(DD/DD/MM/YYYY) | Place of Birth | Country of Birth | Gender |
| Present nationality | Do you have multiple nationality? | Other nationality |
| Marital Status | Dependents  | Blood Type |

**Mailing Address** (or where you may be reached)

|  |  |
| --- | --- |
| Street | Zip/Postal Code |
| Town/City | County/State/Province | Country |
| Telephone No. | Fax No. | Email Address |

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| **B – EDUCATION AND PROFESSIONAL TRAINING** |

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**University Education or Equivalent**

Give full details in chronological order starting from the most recent degree/diploma achieved. Include courses and post-graduate studies if applicable.

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| --- | --- | --- | --- |
| Name Institution /University place and country | Degrees/Qualifications Obtained (Title of qualification awarded) | 1. Main Course/Field of Study
 | Attended (DD/MM/YY) |
| From: | To: |
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| **C – EMPLOYMENT RECORD** |

Starting with your current position, list in reverse chronological order relevant professional positions held. Use a separate block for each position.

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| --- | --- | --- | --- |
| 1. Organisation, place and country
 | Position Held | Category/Rank | Date (DD/MM/YY) |
| From | To |
|  |  |  |  |  |
| Description of your duties and responsibilities: |

**Previous relevant positions (1)**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Organisation, place and country
 | Position Held | Category/Rank | Date (DD/MM/YY) |
| From | To |
|  |  |  |  |  |
| Description of your duties and responsibilities: |

**Previous relevant positions (2)**

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| --- | --- | --- | --- |
| 1. Organisation, place and country
 | Position Held | Category/Rank | Date (DD/MM/YY) |
| From | To |
|  |  |  |  |  |
| Description of your duties and responsibilities: |

**Previous relevant positions (3)**

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| --- | --- | --- | --- |
| 1. Organisation, place and country
 | Position Held | Category/Rank | Date (DD/MM/YY) |
| From | To |
|  |  |  |  |  |
| Description of your duties and responsibilities: |

**Other previous employment**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Organisation, place and country
 | Position Held | Category/Rank | Date (DD/MM/YY) |
| From | To |
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**Previous international field mission experience**

(Please provide exact details in reverse chronological order.)

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| --- | --- | --- | --- |
| 1. Organisation
 | Place and country  | Position Held | Date (DD/MM/YY) |
| From | To |
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| **D – FURTHER SKILLS** |

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| **Native Language** |  |

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| --- | --- |
|  | Level of proficiency |
| Other languages | Speak | Write | Read | Understand |
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**A** = Professional Fluency; **B** = Working Knowledge; **C** = Limited Knowledge

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| **E – ADDITIONAL INFORMATION** |

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| List your current membership(s) in professional associations/societies and your activities in civic, public or international organisations or affairs |

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| List trades/professions in which you are currently licensed |

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| List any significant publications you have written (Do not attach) |

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| Explain briefly why you wish to join the EUSR Office |

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| By submitting this application form, 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 misrepresentation or material omission made on the Application Form will result in the application being void and will result in termination or dismissal from the mission. |
| Signature | Place | Date |
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