**JOB APPLICATION FORM**

AMNESTY INTERNACIONAL – PORTUGAL

|  |  |
| --- | --- |
| **PERSONAL DETAILS** |  |

|  |  |
| --- | --- |
| Name:  Address: | Home telephone:  Mobile:  Email: |

|  |  |
| --- | --- |
| **WORK EXPERIENCE** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Dates  (from and to) | Name of organization | Job title and Responsibilities | Reason for Leaving |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Please explain the reason for any gaps in your work history. You must provide the month and year for the start and end of the break or gap.

|  |  |
| --- | --- |
| **EDUCATION AND TRAINING** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| School/College/  University/Institution | Area of study | Certificate/Course/  Degree | Grade | Year/  Duration of Course |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |
| --- | --- |
| **SKILLS AND EXPERIENCE** |  |

**Considering the following profile:**

I. Extensive experience of working in relevant fields at a senior level, including leading and managing a known and respected national or international NGOs;

II. Knowledge of national and international political realities and ability to demonstrate innovative

solutions to human rights challenges, particularly in relation to PALOP (Portuguese-speaking

African countries) and CPLP (Community of Portuguese Language Countries), refugees and

minorities;

III. An impartial profile, credibility and integrity;

IV. Strong project management and fundraising skills;

V. Highly developed strategic thinking and political judgment;

VI. A proven track record of personal leadership, influence and impact, plus team work practice (both locally and remotely).

Please assess yourself against point No I on the profile, specified in the job advertisement, and give examples of how your skills and knowledge meet the criteria. Your evidence must be concise and to the point.

Please assess yourself against point No II on the profile, specified in the job advertisement, and give examples of how your skills and knowledge meet the criteria. Your evidence must be concise and to the point.

Please assess yourself against point No III on the profile, specified in the job advertisement, and give examples of how your skills and knowledge meet the criteria. Your evidence must be concise and to the point.

Please assess yourself against point No IV on the profile, specified in the job advertisement, and give examples of how your skills and knowledge meet the criteria. Your evidence must be concise and to the point.

Please assess yourself against point No V the point on the profile, specified in the job advertisement, and give examples of how your skills and knowledge meet the criteria. Your evidence must be concise and to the point.

Please assess yourself against point No VI on the profile, specified in the job advertisement, and give examples of how your skills and knowledge meet the criteria. Your evidence must be concise and to the point.

**Please summarize how you feel your skills and experience make you the most suitable applicant**

**for this post.**

|  |  |
| --- | --- |
| **LANGUAGE SKILLS** |  |

|  |  |
| --- | --- |
| First Language (Mother tongue): |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Language | Understanding | Speaking | Reading | Writing |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |
| --- | --- |
| **REFERENCE DETAILS** | Please, include a referee to whom you reported |

Referee 1

|  |  |  |  |
| --- | --- | --- | --- |
| Title | Name | Job Title | Organization |
|  |  |  |  |
| Work Address | Work Phone | E-mail | Relationship to you |
|  |  |  |  |

|  |  |
| --- | --- |
| When referee can be  contacted |  |

Referee 2

|  |  |  |  |
| --- | --- | --- | --- |
| Title | Name | Job Title | Organization |
|  |  |  |  |
| Work Address | Work Phone | E-mail | Relationship to you |
|  |  |  |  |

|  |  |
| --- | --- |
| When referee can be  contacted |  |

|  |  |
| --- | --- |
| **ELIGIBILITY TO WORK** |  |

Do you have the legal right to work in Portugal?

If you have answered yes above - on what basis do you have the right to work in Portugal? Please

include any expiry dates of visas and any other relevant information about any visas.

|  |  |
| --- | --- |
| **CONFLICT OF INTEREST OR DUTIES** |  |

Have you engaged in any activity or had any association, or are there any other factors, that may

generate a real or perceived conflict with Amnesty International’s principles (specifically, its

independence and impartiality), or raise a security concern or otherwise negatively affect your

ability to perform the functions of this post?

If you have answered ‘Yes’, please provide details here:

|  |  |
| --- | --- |
| **DIVERSITY POLICY EXPERIENCE** |  |

Amnesty International has approved a policy on diversity and mainstreaming in governance, action and strategies. Please summarize your experience or personal view on diversity policy in our country.

By applying to this position, you authorise Amnesty International to keep your details, verify the information and in general process the data for the purpose of considering your application.

Date:

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

Assinatura