

**General Logistician CV for Recruitment**

**Version June 2019**

Last name, First name:

I certify that the information below is correct:

SIGNATURE :

DATE :

**How to fill out this form**:

This technical CV is used in the recruitment process to ensure that we have all relevant information needed to best consider your application. The idea is not to ‘copy and paste’ your CV, but to give us more detail about your experiences and your skills. Please emphasize your most recent experiences.

**Please note: MSF does not require experience in every area mentioned in order for your candidature to be successful.**

|  |  |
| --- | --- |
| N/A : | No experience or skills in this area |
| Theoretical knowledge of the activity: | Theoretical knowledge of the area, but no practical experience. |
| Perform the activity with support/guidance: | Able to manage the activity, completely or partially, with some support and/or guidance. |
| Independent management of activity: | Able to independently manage the activity. |
| Able to train others in the activity: | Expert knowledge and skills of the activity enables you to train others. |

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|  | Knowledge/Experience | N/A | Theoretical knowledge | Perform the activity with support/guidance | Independent management of the Activity | Able to train others in the activity | Explain how you acquired the skills and/or describe your experiences, in particular: the size, context and your role. |
| Project and team management | Direct manager of a team |  |  |  |  |  |  |
| Project management |  |  |  |  |  |  |
| Key tasks related to personnel management (recruitment, team building, performance review, conflict management…). |  |  |  |  |  |  |
| Budget management | Budget definition |  |  |  |  |  |  |
| Budget follow-up |  |  |  |  |  |  |
| Use of Computer Applications | Professional or personal use of information systems, computers, software, etc.  Which applications? (Microsoft Office, ERP, GMAO, database software, etc.). |  |  |  |  |  |  |

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| Supply Management | Partial or total implementation of a supply chain |  |  |  |  |  |  |
| Partial or total maintenance/management of an existing supply chain |  |  |  |  |  |  |
| Stock management, purchasing, organization of transport, etc. |  |  |  |  |  |  |
| Equipment management and maintenance | Identification, tracking and inventory of material and equipment |  |  |  |  |  |  |
| Organization and tracking of material and equipment maintenance |  |  |  |  |  |  |
| Building maintenance and general services | Office services, hospitality services (hotel, restaurant, events management, etc.) |  |  |  |  |  |  |
| Implementing and tracking building maintenance |  |  |  |  |  |  |

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| Energy | Energy needs estimate | |  |  | |  | |  | |  | |  | |
| Sizing and installation of an electrical distribution system | |  |  | |  | |  | |  | |  | |
| IT | Information systems and network maintenance |  | | |  | |  | |  | |  | |  |
| Telecommunications | Familiarity and use of radio and telecommunication devices | |  |  | |  | |  | |  | |  | |
| Installation and maintenance of radio and telecommunications | |  |  | |  | |  | |  | |  | |
| Drinking Water Supply | Drinking water resources (drilling, source development, source protection, etc.) | |  |  | |  | |  | |  | |  | |
| Water distribution (water trucking, distribution network, distribution sites, etc.) | |  |  | |  | |  | |  | |  | |
| Drinking water treatment.  Be precise about the treatment implemented and your role | |  |  | |  | |  | |  | |  | |
| Waste Management | Waste segregation principals  Be precise in what context. | |  |  | |  | |  | |  | |  | |
| Treatment methods based on origin of waste (ex: infectious waste) | |  |  | |  | |  | |  | |  | |
| Construction and Renovation | Construction skills and techniques  Be precise which and in what context | |  |  | |  | |  | |  | |  | |
| Construction project management    Be precise on your exact role, size and type of project. | |  |  | |  | |  | |  | |  | |