

Cambridge Econometrics Job Application Form – Bid and Contract Manager

Instructions

Please complete and return this form, renaming the file in the format “FirstInitialLastName01Jan19.doc” (using today’s date) by email to careers@camecon.com.

Data protection

As part of any recruitment process, Cambridge Econometrics collects and processes personal data relating to job applicants. We are committed to being transparent about how we collect and use that data and to meeting our data protection obligations.

If you agree (see **Statement of Confirmation**) to allow us to keep your personal data on file, we will hold your data on file for twelve months for consideration for future employment opportunities. At the end of that period, or once you withdraw your consent, your data is deleted or destroyed. Our privacy policy is available [here](#).

Statement of Confirmation

I consent to the use of this information during the recruitment process and to CE keeping this information on file as described above.

I confirm that to the best of my knowledge the information provided on this application form is correct. I accept that deliberately providing false or misleading information may lead to the withdrawal of any offer made by the Cambridge Econometrics and/or termination of employment.

Signature:

(electronic signature is acceptable)

Date:

Personal information

Title (e.g. Mr/Ms/Dr)

First name

Last name

Current address

Telephone number

Email address

Position applied for

Date of application

At which of CE's locations would you be available to work? Select all that apply.	<input type="checkbox"/> Brussels <input type="checkbox"/> Budapest <input type="checkbox"/> Cambridge
How did you learn of this vacancy? (state 'speculative application' if you are not responding to a particular vacancy)?	
Date available for work (or period of notice if you are presently in work)	
Nationality	
(If not a UK national) Do you currently have the right to work in the UK and, if so, under what terms and until when? We may check the information that you provide.	
Languages	
Languages (list languages followed in each case by an indication of your level of proficiency, (see link) e.g.: "A1" / "A2": Basic user "B1" / "B2": Independent user "C1" / "C2": Proficient user "MT": mother tongue	
Work and academic history	
<i>For each work position held (add rows as required). Please start with your most recent first.</i>	
Period of employment (from month year, to month year)	
Employer	
Position held	
Reason for leaving	
Summary of content of work	
Period of employment (from month year, to month year)	

Employer	
Position held	
Reason for leaving	
Summary of content of work	
<i>For each degree course studied (add rows as required). Please start with your most recent first.</i>	
Period of study (from month year, to month year)	
Name of university	
Level and subject of degree (e.g. BA Law)	
Grade obtained	
Main courses studied	
List any other relevant qualifications or accreditations	
List membership or affiliations to relevant professional bodies (e.g. IACCM)	
<i>Bid and Contract Management experience</i>	
List here and summarise 2-3 relevant bids or contracts that you have prepared/managed:	
Bid/contract title	
Client	
Brief description of bid/contract and your role	
Budget	
Date	

Bid/contract title	
Client	
Brief description of bid/contract and your role	
Budget	
Date	
Bid/contract title	
Client	
Brief description of bid/contract and your role	
Budget	
Date	
From the list above, select one bid/contract that you prepared/managed. In no more than 150 words , describe the qualities that you have that enabled you to fulfil this role successfully.	
Interests	
List any wider interests or activities that you think would help us gain a fuller appreciation of you.	

How do your skills, knowledge and experience make you suited for the position for which you are applying?

Form last updated 3 March 2020