

Name

Addresses (physical or email) and telephone number

PERSONAL SUMMARY

to include a summary of the specific experiences in related expertise quoting the number of years/experiences in academic and/or domestic or international consultancy

CAREER HISTORY

to include career history starting with current clearly stating the timelines and durations of assignments together with responsibilities/duties for these assignments

PROFESSIONAL EXPERIENCE

to include relevant experiences in management and technical expertise and at least three major projects done and specific roles in those projects

Membership in professional bodies and any statutory registration with a professional body can also be included here

KEY COMPETENCIES AND SKILLS

To include all relevant competencies and skills (in management, relevant software, among others)

ACADEMIC QUALIFICATIONS

To include the academic institutions (Colleges) attended

REFEREES

to include at least one referee or if not, state whether the referee contacts can be availed upon request