**1) PERSONAL DETAILS**

**Surname:**

**First name(s):**

**Gender:**

**Address:**

**Postcode:**

**City:**

**Country:**

**Mobile phone no.:**

**Telephone no.:**

**E-mail address:**

(recommended format: dd-mm-yy)

**Date of birth:**

**Place of birth:**

**Nationality:**

****

**2) EDUCATION (in reverse chronological order)**

**Secondary education (Indicate schools attended)**

*Please indicate ONLY those studies for which a certificate or diploma has been obtained.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **From***(dd-mm-yy)* | **To***(dd-mm-yy)* | **Full-time** *or***Part-time** | **Name of school/****institution** | **Title of qualification in original****language and English**  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Insert new row (if necessary)**

**Post-secondary education (Indicate colleges or other relevant institutions attended)**

*Please indicate completed and ongoing studies.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **From***(dd-mm-yy)* | **To***(dd-mm-yy)* | **Full-time** *or***Part-time** | **Name of institution** | **Title of qualification in original****language and English**  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Insert new row (if necessary)**

**University education and/or post-graduate studies**

*Please indicate completed and ongoing studies.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **From***(dd-mm-yy)* | **To***(dd-mm-yy)* | **Full-time** *or***Part-time** | **Name of University/****institution** | **Title of qualification in original****language and English** *(e.g. Bachelor's; Master's; PhD)* |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Insert new row (if necessary)**

****

**3) LANGUAGE SKILLS**

|  |  |
| --- | --- |
| **Mother Tongue(s)** |   |
| **Other Languages** | **\*Written** | **\*Spoken** | **\*Understanding** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**\*Proficient (C1/C2) / Independent (B1/B2) / Basic user (A1/ A2).** *Please consult the Common European**Framework of Reference (CEFR) table at the end of this application form.*

****

**4) PRESENT / PREVIOUS EMPLOYMENT OR INTERNSHIP – if applicable**

*Please enlist all your work experience in reverse chronological order. If necessary, you can add additional tables using the copy-paste function.*

|  |
| --- |
| **PRESENT OR MOST RECENT EMPLOYMENT OR INTERNSHIP** |
| **Name and address of employer** |  |
| **Employed from** *(dd-mm-yy)* |  |
| **Employed to** *(dd-mm-yy)* |  |
| **Job title** |  |
| **Description of duties** |  |

| **PREVIOUS EMPLOYMENT OR INTERNSHIP** |
| --- |
| **Name and address of employer** |  |
| **Employed from** *(dd-mm-yy)* |  |
| **Employed to** *(dd-mm-yy)* |  |
| **Job title** |  |
| **Description of duties** |  |

****

**5) PERIOD OF AVAILABILITY**

*Please indicate the preferred start and end date for your internship placement. The internship duration can vary from a minimum of 3 up to a maximum of 6 months. Internships start either on the 1st or 16th of any given month.*

**Start date:** Click here to enter a date.

**End date:** Click here to enter a date.

**Comments:**

|  |
| --- |
|  |

**6) PREFERRED WORKING AREA(S)**

*Please indicate a maximum of three working areas in order of preference using the drop box:*

1. Choose an item.
2. Choose an item.
3. Choose an item.

****

**7) HOBBIES:**

|  |
| --- |
|  |

****

**8) How did you hear about internships at Eurojust?**

[ ] Eurojust website[ ]

[ ] Recommendation from another intern

[ ] Advertisement at university

[ ] Others: please specify:

****

**9) Are any of your relatives working at Eurojust?**

Choose an item.

If yes, please specify name and function:

****

**10) MOTIVATION:**

|  |
| --- |
|  |

****

**Processing of personal data**

The personal information included in this application form will be only processed to manage your application with a view to a possible selection for an internship at Eurojust. The data will be only accessible by duly authorised Eurojust post-holders within the Human Resources Unit. The data controller is the Head of the Human Resources Unit. Your personal information will be electronically archived in the internship@eurojust.europa.eu mailbox, which is exclusively managed by the responsible staff in the Human Resources Unit. This application form will be retained for a maximum period of three years from the date of receipt, or from the completion of your internship should you be successful. If you wish to exercise your rights as a data subject to access, correct, block or delete your personal data, as defined in Regulation (EU) 2018/1725 of 23 October 2018 and the data protection rules of Eurojust, please contact the Human Resources Unit. You also have the right to put forward requests for information, enquiries or claims for an alleged breach of the data protection rules of Eurojust to the Data Protection Officer. If you wish to receive more information on how we process your personal information or how to exercise your rights as a data subject, please consult our [Data Protection Notice](http://www.eurojust.europa.eu/doclibrary/Eurojust-framework/dataprotectionnotifications/Data%20protection%20notice%20for%20processing%20of%20personal%20data%20in%20the%20context%20of%20Eurojust%20human%20resources%20procedures/2020-03_DPnotice-on-%20processing-%20HR-data.pdf).

 