*Nomination form IOC Circular Letter 2991*

Secondment of short-term international staffs from NTWCs   
of WG-SCS Member States to the SCSTAC

*NOMINATION FORM*

To be completed and signed by the Tsunami National Contacts (TNC) or Tsunami Warning Focal Points (TWFP)

This is to certify that (*name of organisation*)

nominates (*name of candidate*)

as an applicant for the ***Secondment of short-term international staff from NTWCs of WG-SCS Member States to the SCSTAC*** from 24 July to 23 September, 2024(*subject to final confirmation*)

and that:

* all information supplied in the attached form is complete and correct;
* the nominee has adequate English skills, appropriately tested;
* the absence of the nominee from his/her workplace while the secondment in SCSTAC would not have any adverse effect on his/her status, seniority, salary, pension or similar rights; and,
* if selected, the nominee would share the experience, knowledge and skills gained from the secondment by working in SCSTAC through holding at least one seminar or workshop upon returning home.

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| --- | --- | --- |
| **Nominator: name** | **Nominator: position** | **Nominator: e-mail** |
|  |  |  |
| **Name and address of organisation** | | |
|  | | |
| **Signature of nominator** | | **Official seal (where appliable)** |
|  | |  |
| **Date** | |
|  | |

**Please type or write in English**

**Please return by 6 May 2024 to**

**E-MAIL:** [o.necmioglu@unesco.org](mailto:o.necmioglu@unesco.org)

[dakui.nmefc@gmail.com](mailto:dakui.nmefc@gmail.com)**,** [xuzg@nmefc.cn](mailto:xuzg@nmefc.cn), [yanghw@nmefc.cn](mailto:yanghw@nmefc.cn)

1. ***PERSONAL INFORMATION***

|  |  |  |  |
| --- | --- | --- | --- |
| **Title**  *(Mr/Ms/Dr/Other)* | **First / Given name(s)** | | **Family name/ Surname** |
|  |  | |  |
| **Sex** *(Male/Female)* | **Date of birth** *(day/month/year)* | | **Nationality** |
|  |  | |  |
| **Name of orgnization** | | | |
|  | | | |
| **Work postal address** | | | |
|  | | | |
| **Position** | | | |
|  | | | |
| **Work telephone** *(including country code)* | | **Work fax number** *(including country code)* | |
|  | |  | |
| **E-mail address(es)** | | | |
|  | | | |
| **Home postal address** | | | |
|  | | | |
| **Home telephone** *(including country code)* | | **Mobile/cell** *(including country code)* | |
|  | |  | |
| **Passport number** | | **Country of issue** | |
|  | |  | |
| **Date of issue** | | **Expiry date** | |

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| --- | --- |
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| **Name of embassy where to apply entry visa** | |
|  | |
| **Do you have an additional passport? If yes, please state the country of issue.** | | | |
|  | | | |
| **Emergency contact: name** | **Emergency contact: telephone** | |
|  |  | |

1. ***EDUCATIONAL BACKGROUND***

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| --- | --- | --- | --- |
| **Level** | **School** | **From – To** | **Qualification and field of study**  *(e.g. B.Sc. in Seismology)* |
| **College** |  |  |  |
| **Master** |  |  |  |
| **Doctoral** |  |  |  |
| **Post doctoral** |  |  |  |

1. ***LANGUAGE SKILLS***

|  |  |  |  |
| --- | --- | --- | --- |
| **First language** *(specify)* |  | | |
| **English proficiency**  *indicate Excellent/Good/Basic* | **Reading** | **Writing** | **Speaking** |
|  |  |  |
| **If you have ever taken a TOEFL/IELTS/ MELAB test, state:** | **Test name** | **Test date** | **Score** |
|  |  |  |
| **Describe your practical experience of spoken English**  *(e.g. speak English occasionally, use English regularly at work, attended English-language university)* | | | |
|  | | | |
| **Indicate your level of proficiency in any other languages** | | | |
|  | | | |
| ***TELEPHONE INTERVIEWS MAY BE HELD TO ASSESS ENGLISH PROFICIENCY*** | | | |

1. ***EMPLOYMENT HISTORY***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CURRENT OR MOST RECENT POSITION** | | | | | |
| **From – To** | **Job title** | | **Name and address of organisation** | | |
|  |  | |  | | |
| **Description of duties** | | | | | |
|  | | | | | |
| **Supervisor’s name** | | | | | **Supervisor’s e-mail** |
|  | | | | |  |
| **If selected, will you be returning to this position after the secondment?** *If no, please clarify.* | | | | | |
|  | | | | | |
| **PREVIOUS POSITION** | | | | | |
| **From – To** | | **Job title** | | **Name and address of organisation** | |
|  | |  | |  | |
| **Brief summary of duties** | | | | | |
|  | | | | | |
| **Supervisor’s name and e-mail** | | | | | |
|  | | | | | |
| **PRIOR POSITION** *(if applicable)* | | | | | |
| **From – To** | | **Job title** | | **Name and address of organisation** | |
|  | |  | |  | |
| **Brief summary of duties** | | | | | |
|  | | | | | |
| **Supervisor’s name and e-mail** | | | | | |
|  | | | | | |

1. ***WHY ARE YOU INTERESTED IN THIS SECONDMENT BY WORKING IN SCSTAC, AND***

***WHAT PRACTICAL USE WOULD YOU MAKE OF IT?***

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1. ***IF SELECTED, YOU WOULD BE REQUIRED TO SHARE YOUR EXPERIENCE, KNOWLEDGE AND SKILLS ON YOUR RETURN HOME. PLEASE PROVIDE SPECIFIC DETAILS OF WHO WOULD BENEFIT AND HOW.***

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1. ***DECLARATION***

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| **I CERTIFY THAT ALL THE INFORMATION PROVIDED IN THIS APPLICATION IS,**  **TO THE BEST OF MY KNOWLEDGE, ACCURATE AND COMPLETE.** | |
| **Signature of applicant** | **Date** |
|  |  |