

Personal information sheet

Personal information sheet		1 Personnel number ¹⁾		Photo Year in which the photo was taken:	

2	Family name, academic degree, name at birth if different ²⁾				
3	First name(s) ²⁾ <input type="checkbox"/> male <input type="checkbox"/> female <input type="checkbox"/> diverse <input type="checkbox"/> no information on gender				
4	Date of birth, place of birth, district, country				
5	Address (street, number, post code, town/city)				
6	Disability / gender equality <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> yes <input type="checkbox"/> no		7	Nationality	
8	Holder of an integration/admission certificate for soldiers ³⁾ <input type="checkbox"/> yes <input type="checkbox"/> no		9	Religious confession - only in teacher education -	
10	Civil status <input type="checkbox"/> not married <input type="checkbox"/> married / registered civil partnership		Spouse / civil partner Surname, if different also name at birth ⁴⁾ First name(s) ⁴⁾		
11	Children Number _____ ; Year(s) of birth _____				
12	Only for applicants who are minors: parents, other legal representatives Family name, if different also at birth _____ First name(s) _____ Address (only if different from no. 5) _____				

¹⁾ To be completed by the employing office

²⁾ If applicable, also indicate previous family and first names

³⁾ § 9 Soldatenversorgungsgesetz (act on the provision for former soldiers)

⁴⁾ To be communicated to the employing office at the time of employment

13	School education, studies			
	Type of school, field of studies, place of education	from / until	Final examinations (also doctorate etc.)	
			Type	Date
14	Job-related examinations for public service and others			
	Type		Date	Result
15	Special knowledge and skills (e.g., languages, EDP)			
16	Military service, civilian service, development aid work, youth voluntary service, federal volunteer service	from	until	
	Early leave from military service / civilian service, development aid work, youth voluntary service, federal volunteer service	from	until	

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Work (including training)

Full representation in chronological order outside and within the public service

(including periods of training, periods of employment (salaried and wage-earning), vocational training courses, periods without employment);

transfers, secondments, assignments, leaves of absence, releases, part-time employment

from / until	Employer / employing office / self-employment	Type / scope of activity / programme

18	Career history in public service (including preparatory service)		
	Appointment / transfer of office	on	with effect from
19	Remarks (for example, secondary employment at the time of application, voluntary work ⁵⁾)		
<p>Note regarding data protection: I understand that upon employment my data will be processed for the purposes of personnel administration and human resources management.</p>			
Place / date		Signature	

⁵⁾ Information regarding voluntary work is optional