



## ERA Traineeship Application Form

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### 1 Traineeship Period

Please indicate the requested period:

**March - July**

**October -February**

### 2 Type of traineeship

Choose an item.

### 3 Personal Data

<b>Surname</b>		
<b>Forename</b>		
<b>Gender</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<b>Current Nationality</b>	Choose an item.	Specify
<b>Date of Birth</b>	Click here to enter a date.	

### 4 Contact details

Please notify us of any change of address.

<b>Street/n°</b>		
<b>Postcode</b>		
<b>Town</b>		
<b>Country</b>	Choose an item.	Specify
<b>Telephone</b>		
<b>Email address</b>		

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### 5 Education (University, post-university or equivalent education)

Please, give exact dates:

Name and location of university	From/to (months and years)	Diplomas or degrees obtained	Main subjects

### 6 Professional Experience (Outside EU Institutions and Bodies)

Please add rows if necessary.

Name of employer	From	To	Type of work

### 7 Professional Experience (Inside EU Institutions and Bodies)

Please add rows if necessary.

Name of employer	From	To	Type of work

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### 8 Studies or Published Works on European Topics

Please indicate the subject:

### 9 Languages

#### **Mother Tongue :**

Please, indicate your level of knowledge using the boxes below:

Languages	C2	C1	B2	B1	A2	A1
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 10 Computer Skills and Competences

### 11 Additional Information (Optional field)

Please indicate any other information that may be relevant, for example contact persons, references etc.:

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### 12 Activity Area

Please select the activity area(s) of your interest:

- Directorate
  - Communication office
  - Legal office
- Resources and Support Unit
  - Finance and Procurement
  - Human Resources
  - ITFM Sector
- Cross Acceptance Unit
- Economic Evaluation Unit
- European Rail Traffic Management System (ERTMS) Unit
- Interoperability Unit
- Safety Unit

Explain why you are applying for a traineeship (and the reasons why you have given priority to this specific Unit/sector).

### 13 Previous In-Service Training in EU Institutions

Have you already benefitted from an in-service training in another European Institution or body?

- YES     NO

### 14 Disabilities

Have you a physical disability which may require special arrangements to be made if you are recruited?

- YES     NO

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If yes, please give details on the nature of the special arrangement you believe would be necessary.

### 15 Declaration

I declare that the information provided above is true and complete. I realise that any false statement or omission, even if unintentional on my part, may lead to the rejection of my application.

**By writing my name in "signature" below, I acknowledge that I have carefully read the "Rules governing traineeship period at ERA" and I acknowledge receipt and full acceptance of all of them.**

Date:

Signature:

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### 16 Checklist

Checklist of supporting documents to accompany the application:

Document	
Copy of passport or National I.D.	<input type="checkbox"/>
University Degree (if applicable)	<input type="checkbox"/>
Official declaration or transcript from the University (if applicable)	<input type="checkbox"/>
Motivation letter	<input type="checkbox"/>
Secondment letter from employer (if applicable)	<input type="checkbox"/>

**Personal Data Protection:** The Personal Data requested above are confidential and will be processed solely for the purposes of the traineeship scheme and the selection of trainees, according to the Regulation (EC) n° 45/2001.

You are strongly encouraged to read the relevant "Privacy Statement" found on this website before filling up this Application Form.