

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⁾ ☐ male ☐ female ☐ diverse ☐ no information on gender			
4	Date of birth, place of birth, district, country			
5	Address (street, number, post code, town/city)			
6	Main residence within the last 5 calendar years (prior to the year of employment) continuously in an EU country* or in an EU001 country**: ☐ yes ☐ no * Austria, Belgium, Bulgaria, Czech Republic, Croatia, Cyprus, Denmark, Germany, Estonia, Finland, France, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Sweden, Slovakia, Slovenia, Spain ** Australia, Canada, Iceland, Japan, New Zealand, Norway, Switzerland (incl. Liechtenstein), UK, USA			
7	Disability / disability equality ☐ yes ☐ no ☐ yes ☐ no		8	Nationality
9	Holder of an integration/admission certificate for soldiers ³⁾ ☐ yes ☐ no		10	Religious confession - only in teacher education -
11	Civil status ☐ not married ☐ married / registered civil partnership Spouse / civil partner Surname, if different also name at birth⁴⁾ First name(s)⁴⁾			
12	Children Number ; Year(s) of birth			

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	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)				
14	School education, studies				
	Type of school, field of studies, place of education	from / until	Final examinations (also doctorate etc.)		
			Type	Date	Result
15	Job-related examinations for public service and others				
	Type		Date	Result	
16	Special knowledge and skills (e.g., languages, EDP)				
17	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

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

⁵⁾ Information regarding voluntary work is optional