

APPLICATION FORM
CSE 2018 LONG-TERM TRAINING

REQUIRED DOCUMENTS

All required documents should be sent by email.

- Application form (cf. following pages) duly completed **in English**. Handwritten applications will not be **accepted**.
- Certified copy of the last degree obtained.
- Letter of motivation addressed to the Director of the CSE.
- Updated and brief (one page) Curriculum Vitae (thank you for including only elements not mentioned in this application to avoid redundancy).
- Two letters of recommendation (cf. form provided below) from two different references; a professor and/or a former employer (or program manager) with whom you have worked. **Each form must be submitted directly to the CSE.**
- Two pages summary of one of your personal works (feel free to choose which work you want to summarise)

This application file must be submitted in its entirety by
Saturday, March 03, 2018.

N.B: A shortlist will be made before the final selection (interviews). We commit to give you a reply of admission of your file latest on March/April, 2018 so that we can organize a final selection session during the month of April, 2018 (the place and the date of the final selection depend on your country of residence and will be later communicated with you). Only shortlisted candidates will be contacted.

File to be returned by email to:

cse.team@tft-earth.org

Please send all documents converted into .pdf files and **in one document if possible**.

PRESENTATION FORM OF THE CANDIDATE

Name: _____

Surname(s): _____

Date of birth: __/__/____

Place of birth: _____

Nationality: _____

Address: _____

Country: _____

Telephone (+ country index): _____

E-mail: _____

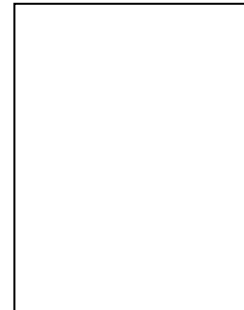
Civil/matrimonial status: _____

Children: Yes No If yes, number: _____

You are currently a:

Student Employee Job seeker other, please state: _____

Name of university/Employer: _____



Please insert a passport size photo here

A. Education

Degrees (Specify if already graduated or ongoing)	Year	College/ Faculty	Town - Country	Grades

B. Professional employment

Dates (start - end)	Duration	Company/Firm (specify place of work)	Position (specify if internship – contract or other)	Missions/Activities	Tutor or Reference Person

When completing the above table, include experience which will allow us to better understand your interest in studying at the CSE. The remaining information should be mentioned in your Curriculum Vitae.

What computing skills (IT) do you have? _____

What languages do you speak (specify mother tongue and other)? _____

D. YOUR EXTRA-PROFESSIONAL ACTIVITIES

What are your extra-academic or extra-professional activities (cultural, sports, associative)? What personal satisfaction do you take from these activities?

In 150 words maximum, what does « sustainable management of resources » mean to you? _____

How did you get to know about the CSE training? _____

E. Medical and Health Information

Please mark the following:

	I have no infectious or other disease which could present risks for anyone with whom I might be in contact at the CSE.
	I have no medical condition which could prevent me from undertaking a training course of nine months away from my place of residence.
	I am healthy and I have all my physical capacities to work.

I certify the accuracy of all of the above responses.

Completed at _____ the _____
(Place) (Date)

Signature

CANDIDATE REFERRAL FORM

Dear Sir or Madam,

The Centre of Social Excellence (CSE), a project of the Forest Trust (TFT), proposes quality training using series of local, regional and international experts. The main objective of the CSE is to improve the understanding of the relationship between forest companies and the local communities in support of the long-lasting management of the forests of the Congo Basin and West Africa.

We only select well-prepared and highly motivated students for the training. They will undergo an intensive programme of four months of theoretical teaching and field missions followed by an internship of five months in a professional environment.

We need your opinion in order to select the best candidates. To be successful, we require a significant work capacity from students over a short but intensive period, and a good propensity for team work with others having different training and experience. Your information will remain confidential.

We thank you in advance for the time needed to fill out the form below and we remain available for any further information you may require.

Sincerely,

The CSE Team

Centre of Social Excellence

Quartier Mfandena-Omnisport

Rue 1506, Door 228

Po Box 5414 Yaounde – Cameroon

Tel: 00 237 699 150 150

00 237 22 20 45 00

PS: This referral form is to be returned directly to the CSE Team by email on or before

March 3rd, 2018:

cse.team@tft-earth.org

REFERRAL FORM 1

Name and surname of the candidate: _____

Your name: _____

Your position: _____

Your company, university or college: _____

Your professional address: _____

Telephone (+ country index) : _____ Email : _____

1. Since when do you know the candidate? _____

2. What are his/her main qualities? _____

3. What are his/her main weaknesses? _____

4. Can you confirm this person's intention of following the CSE training? Does it seem logical to you?_ _____

5. What other important information can you give about the candidate?

6. Thank you for indicating the candidate's level in:

	Excellent	Good	Average	No advise
Analysis				
Writing capacity				
Spoken language				
Ability to work				
Professionalism				
Sociability				

7. What final recommendation can you give to the evaluators? _____

Completed at _____ the _____
(Place) (Date)

REFERRAL FORM 2

Name and surname of the candidate: _____

Your name: _____

Your position: _____

Your company, university or college: _____

Your professional address: _____

Telephone (+ country index) : _____ Email : _____

1. Since when do you know the candidate? _____

2. What are his/her main qualities? _____

3. What are his/her main weaknesses? _____

4. Can you confirm this person's intention of following the CSE training? Does it seem logical to you?_

5. What other important information can you give about the candidate?

6. Thank you for indicating the candidate's level in:

	Excellent	Good	Average	No advise
Analysis				
Writing capacity				
Spoken language				
Ability to work				
Professionalism				
Sociability				

7. What final recommendation can you give to the evaluators? _____

Completed at _____ the _____

(Place)

(Date)