**ANNEXURE A**

**CURRICULM VITAE OF INDIVIDUAL TEAM MEMBER**

**1. Personal Details**

|  |  |  |
| --- | --- | --- |
| **Personal Information:** | Surname |  |
| First names |  |
| Identity / Passport Number |  |
| Tax Number |  |
| Gender |  |
| Nationality |  |

1. **Qualifications**

*Only highest* relevant *and completed qualification(s) obtained to be listed below*. *The bid requirements are a NQF level 7 or higher in the built environment.*

|  |  |
| --- | --- |
| **Qualification obtained** |  |
| Name of Institution |  |
| Date obtained |  |
| **Qualification obtained** |  |
| Name of Institution |  |
| Date obtained |  |
| **Qualification obtained** |  |
| Name of Institution |  |
| Date obtained |  |

* Copies of qualifications must be attached. Candidates invited for the interviews will be expected to submit original copies of qualifications.
* International qualifications must be accompanied by SAQA accreditation. Non-submission of a SAQA accreditation certificate will result in disqualification.
* Candidates with non-relevant qualifications will NOT be ASSESSED FURTHER
1. **Employment History**

(Add additional entries if required. *Please start with the most recent employment and include the start date (MM/YY) and end date (MM/YY) related to each employment*)

|  |  |
| --- | --- |
| **Position Held** |  |
| Employer’s Name |  |
| Description of your duties  |  |
| Highlight previous experience relevant to services required in the bid |  |
| Highlight *IDMS* Specific Experience during employment period (if applicable). If not applicable, indicate N/A |  |
| Start | End | Total No of years and completed months of experience relevant to the bid specifications |
| MM | YY | MM | YY | Years | Completed Months |
|  |  |  |  |  |  |
| **Position Held** |  |
| Employer’s Name |  |
| Description of your duties  |  |
| Highlight previous experience relevant to services required in the bid |  |
| Highlight *IDMS* Specific Experience during employment period (if applicable). If not applicable, indicate N/A |  |
| Start | End | Total No of years and completed months of experience relevant to the bid specifications |
| MM | YY | MM | YY | Years | Completed Months |
|  |  |  |  |  |  |
| **Position Held** |  |
| Employer’s Name |  |
| Description of your duties  |  |
| Highlight previous experience relevant to services required in the bid |  |
| Highlight *IDMS* Specific Experience during employment period (if applicable). If not applicable, indicate N/A. |  |
| Start | End | Total No of years and completed months of experience relevant to the bid specifications |
| MM | YY | MM | YY | Years | Completed Months |
|  |  |  |  |  |  |

1. **Summary of Work Experience**

The summary must tie up to the detail in point 3 above.

1. **Referees**

*Please provide at last three employment references from the past 5 years. References must be individuals who were either your managers/supervisors where you were an employee or Client representative in the case where you were appointed as a Service Provider.*

|  |  |  |
| --- | --- | --- |
| 1 | Name of referee |  |
| Organisation |  |
| Position of referee in organisation |  |
| Contact telephone / Cell number of referee |  |
| 2 | Name of referee |  |
| Organisation |  |
| Position of referee in organisation |  |
| Contact telephone / Cell number of referee |  |
| 3 | Name of referee |  |
| Organisation |  |
| Position of referee in organisation |  |
| Contact telephone / Cell number of referee |  |

**I, HEREBY CONFIRM THAT I AM AVAILABLE TO BE PART OF THE PROJECT AND THAT I AM NOT INCLUDED AS A TEAM MEMBER IN ANOTHER BID PROPOSAL FOR THIS PROJECT.**

 **SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**