CURRICULUM VITAE (CV)

{Notes shown in brackets { } in italic should not appear on the final document to be submitted}

Position /Title/Conslutancy	Field Support Engineer (Information Technology) for Implementation, Support and Maintenance of HHIMS (Hospital Health Information Management System)
Name of Consultant:	*{Insert full name}*
Date of Birth:	*{day/month/year}*
Country of Citizenship/Residence	

Education: *{List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}*

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Employment record relevant to the assignment: *{Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, Contract amount, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references.}*

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment

Membership in Professional Associations and Publications:

_____

Language Skills (indicate only languages in which you can work): _____

_____

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
Discuss and identify the specific user's requirement and configuration of System based on the requests raised by client.	
Upgrade systems and processes as required for enhanced functionality.	
Effectively communicate software related issues to technology team.	
Monitor system data backup process to ensure its continuity	
Providing user training on software functionalities, software trouble shooting, networking (basic) and hardware trouble shooting (basic)	
Identify network, hardware failures and communicate with respective stakeholders when necessary.	

Consultant's contact information: (e-mail ………………….., phone……………)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client.

{day/month/year}

Name of Consultant   Signature
         Date