



"DIREMPLEO" CODE:

DATE:

**GENERAL INFORMATION**

|                         |     |              |              |        |  |
|-------------------------|-----|--------------|--------------|--------|--|
| Id. Code                |     | Company Name |              |        |  |
| Address                 |     |              | Country      | City   |  |
| Telephone               | Fax | E-mail       |              |        |  |
| Company activity        |     |              | Company size | Sector |  |
| Human Resources contact |     | Telephone    | mobile phone | Email  |  |

**WORKING CONDITIONS**

|                                |          |                               |                     |                     |  |
|--------------------------------|----------|-------------------------------|---------------------|---------------------|--|
| Job description                |          | Experience (months) requested |                     | Number of positions |  |
| Type of Contract               | Duration |                               | Full/Part time      | Timetable           |  |
| City (if different from above) |          |                               | Annual gross salary |                     |  |

Job tasks

**GENERAL REQUIREMENTS**

|                    |                        |                 |
|--------------------|------------------------|-----------------|
| Age                | Availability to travel | Driving licence |
| Other requirements |                        |                 |

**EDUCATIONAL AND SKILL REQUIREMENTS**

|                 |
|-----------------|
| Qualifications  |
| Computer skills |
| Languages       |
| Other programs  |
| Comments        |