

**Applicant Synopsis**

Post:	XXXX
Reference number of job advertisement:	XXXX
Closing date for applications:	XX Month 2016

<b>Please enter here the mandatory criteria (the absolutely essential requirements) to be fulfilled by the applicants for the post:</b>
1. Mandatory criterion
2. Mandatory criterion
3. Mandatory criterion
4. Optional criterion
5. Optional criterion
... further mandatory/optional criteria, where applicable

No.	Application date	Name, first name	Address	Phone/email	Degree of disability	Qualification (studies / training / degree with grade) / specialized & general requirements – mandatory/optional criteria	Professional career, further information (qualifications, etc.)	Does he/she fulfill the individual mandatory/optional criteria?	Overall result / requirements fulfilled – yes/no
						1.		1. yes/no	yes/no
						2.		2. yes/no	
						3.		3. yes/no	
						...		...	
						1.		1. yes/no	yes/no
						2.		2. yes/no	
						3.		3. yes/no	
						...		...	
						1.		1. yes/no	yes/no
						2.		2. yes/no	
						3.		3. yes/no	
						...		...	

