

CURRICULUM VITAE (CV)
Hiring an Individual Consultant (System Engineer) for Koha system Implementation

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

Position /Title/Consultancy	Individual Consultant (System Engineer) for Koha system Implementation
Name of Consultant:	<i>{Insert full name}</i>
Date of Birth:	<i>{day/month/year}</i>
Address	
ID Number	
Country of Citizenship/Residence	

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

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
Perform technical related activities of the Project such as requirement gathering in establishing LAN at the libraries, drawing network diagrams, preparing technical specifications, etc	
Configurations, trouble shooting, support and maintenance of <i>Koha</i> ILMS based on the requests raised by the specific public libraries upon their requirement	
<i>Koha</i> product maintenance in selected public libraries as per the source released by the ICTA.	
Effectively communicate software related issues with ICTA Technical Team, Technical Consultant of the Project and the project team.	
Monitor <i>Koha</i> ILMS data backup process to ensure its continuity	
Conduct user training on software functionalities and software trouble shooting.	

Expected remuneration and other charges: (Should be completed by the consultant)

Cost Component	Unit	Number of Months	Unit Price Excluding VAT (LKR)	Total Price Excluding VAT (LKR)
Project Technical Officer	Monthly	10		
	Total			

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
 Date

 Signature