

**Narrative Statement Supplemental Form
Cultural Affairs Assistant (English Language),
FSN-09/FP-05**

Name:

Date:

INSTRUCTIONS: Please use the right side column to explain in detail how you meet the qualification for this vacancy announcement. This information will be used to determine if you meet the required qualifications for this position.

<i>Qualification requirements</i>	<i>My qualifications and how they meet the vacancy announcement requirements.</i>
University degree in the liberal arts, education, social sciences, or international relations is required.	
Minimum of three years' progressively responsible experience in education and/or cultural activities or university teaching is required. Minimum of one year of experience handling managerial tasks (e.g. yearly plans and objectives, staff control and development, budgetary control, service enhancement, and managing projects) is required.	
Level IV (Fluency) in written and spoken English and Russian is required. Level II (Limited knowledge) in written and spoken Tajik is required. Language proficiency will be tested.	
Thorough knowledge of the host country's political, economic, social, and educational structures and key figures in these spheres and of target audiences as they relate to incumbent's specialization is required.	
Knowledge of English teaching and familiarity with local teaching organizations and resources are required	
Ability to plan, arrange, administer, and execute one or more major segments of the overall educational program and to draft program materials and reports in English and Russian is required.	