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| **EU Skills Profile Tool for Third Country Nationals** | |
| **Doe John** | |
| **Personal information** | |
| **General information** | |
| **Family name** | Doe |
| **First name** | John  John  John |
| **Gender** | Male |
| **Date of birth** | 20/8/1987 |
| **Country of birth** | Belgium |
| **Country of nationality** | Belgium  Belgium  Belgium |
| **Marital status** | Other |
| **Other marital statuses** | titi  tata  toto |
| **Personal identification document** | |
| **Type of identity document** | Passport |
| **Document number** | 12346789 |
| **Country of issue** | Belgium |
| **Valid until** | 15/4/2018 |
| **Personal identification document** | |
| **Type of identity document** | Other |
| **Type** | other |
| **Document number** | 132456 |
| **Country of issue** | Belgium |
| **Valid until** | 1/2/2050 |
| **Contact information** | |
| **Address** | Rue Franklin Rossevelt 15/4 |
| **Postal Code** | 6840 |
| **Country** | Belgium |
| **Telephone Number** | 352621141453  0477941917 |
| **Email address** | John.Doe@gmail.com  John.Doe@arhs-spikeseed.com |
| **Migration information** | |
| **When did you arrive?** | 20/8/1987 |
| **Which was the last country you entered before arriving in Europe?** | Afghanistan |
| **What is your residency status?** | In transit |
| **Work permit status** | Granted |
| **Are you travelling with dependants?** | Yes |
| **Minor(s) aged 15 or under** | 1 |
| **Minor(s) aged 16 to 18** | 2 |
| **Adult(s)** | 3 |
| **Elderly person(s)** | 4 |
| **Sick/disabled person(s)** | 5 |
| **Expectations** | |
| **Expectation 1** | |
| **What would you like to do next?** | Improve language skills |
| **Improve language skills** | Afrikaans  Avestan  Abkhazian |
| **Expectation 2** | |
| **What would you like to do next?** | Follow integration course |
| **Expectation 3** | |
| **What would you like to do next?** | Undertake education and / or training |
| **Time commitment** | Part time |
| **Type(s) of education** | Literacy course |
| **Field(s) of study** | Literacy and numeracy  Literacy and numeracy  Literacy and numeracy |
| **Other field of study** | Other field of study  other 2 |
| **Expectation 4** | |
| **What would you like to do next?** | Find work |
| **Find work** | Employment |
| **Time commitment** | Full time |
| **Please indicate the best fitting field of activity** | MINING AND QUARRYING  ELECTRICITY, GAS, STEAM AND AIR CONDITIONING SUPPLY  MANUFACTURING |
| **Please indicate the best fitting occupation** | 3D modeller  Freinet school teacher  3D animator |
| **Skills identification** | |
| **Language** | |
| **What is/are your mother tongue(s)?** | French  English |
| **Can you communicate in a language of the host country?** | Yes |
| **Language** | Afar |
| **Speaking** | Sufficient |
| **Listening** | Good |
| **Reading** | Excellent |
| **Writing** | Sufficient |
| **Do you speak other languages?** | Avestan |
| **Speaking** | Basic |
| **Listening** | Sufficient |
| **Reading** | Good |
| **Writing** | Excellent |
| **Education and Training** | |
| **Have you attended any kind of education and/or training, including primary education and informal training?** | Yes |
| **When were you last in education and/or training?** | 2014 |
| **How long in total did you attend education and/or training?** | 1 Week(s)  2 Month(s)  3 Year(s) |
| **What was your highest level of education and/or training?** | Higher Education / Training |
| **Please indicate your field(s) of study and for how long.** | Literacy and numeracy  Basic programmes and qualifications |
| **Other field of study** | Other field of study  other 2 |
| **Please indicate your field(s) of study and for how long.** | 1 Week(s)  4 Month(s)  5 Year(s) |
| **Please indicate the type(s) of education and/ or training you attended.** | School based learning  Work-based learning  Apprenticeship  Internship |
| **Do you have some prior learning recognised?** | Yes |
| **Did you acquire any certificate or diploma on paper or digitally?** | Yes |
| **Certificate / Diploma** | |
| **Please indicate the title** | certificat |
| **Please indicate the name of the school/institution** | school |
| **Please indicate the country of issue** | Belgium |
| **Please indicate the year of issue** | 1999 |
| **Certificate / Diploma** | |
| **Please indicate the title** | certificate 2 |
| **Please indicate the name of the school/institution** | school 2 |
| **Please indicate the country of issue** | France |
| **Please indicate the year of issue** | 1998 |
| **Numeracy Skills** | |
| **Measuring? E.g. length, distance, liquid volume, weight.** | With guidance |
| **Indicate the area in which you do this?** | In daily life  In school / University |
| **Doing calculations or estimates using addition, subtraction, multiplication and division of whole numbers?** | Beginner |
| **Indicate how you can do this?** | With calculator |
| **Indicate the area in which you do this?** | In daily life  In school / University |
| **Doing calculations or estimates using addition, subtraction, multiplication and division of fractions or decimals?** | Intermediate |
| **Indicate how you can do this?** | Without calculator |
| **Indicate the area in which you do this?** | Professionally |
| **Doing calculations or estimates using percentages?** | Expert |
| **Indicate the area in which you do this?** | In school / University |
| **Doing basic geometry?** | With guidance |
| **Indicate the area in which you do this?** | In daily life |
| **Reading and creating simple visual ways to display numerical information, such as the below?** | Intermediate |
| **Dealing with more complex arithmetic, geometry and graphs?** | Beginner |
| **Indicate how you can do this?** | With calculator |
| **Indicate the area in which you do this?** | In daily life |
| **Are you familiar with the metric system?** | Expert |
| **Digital skills** | |
| **Using a smartphone or tablet** | With guidance |
| **Using a laptop** | Beginner |
| **Managing files and folders on a computer** | Intermediate |
| **Creating, editing, formatting and printing text documents** | Beginner |
| **Creating, editing, formatting and printing spreadsheets** | With guidance |
| **Creating, editing and formatting presentations** | Expert |
| **Sending / receiving / printing E-mails** | Expert |
| **Finding and managing information on the internet** | Beginner |
| **Making Internet calls/video calls** | Beginner |
| **Purchasing goods and services online** | Beginner |
| **Learning/studying online** | Beginner |
| **Producing graphic designs** | Intermediate |
| **Other digital skills** | Other digital skills 1  Other digital skills 2 |
| **Professional skills** | |
| **Do you have any professional/work experience?** | Yes |
| **For how long?** | 1 Week(s)  2 Month(s)  5 Year(s) |
| **When were you last in professional/work experience?** | 1987 |
| **Experience 1** | |
| **Please describe the nature of your professional/work experience** | Own business |
| **How long did this experience last?** | 1 Week(s)  2 Month(s)  2 Year(s) |
| **In which country/countries was this experience?** | Åland Islands |
| **Which language(s) did you mainly use?** | Abkhazian  Akan |
| **Please indicate the occupation from the list that best fits the type of work you carried out.** | 3D printing technician |
| **Which skills did you need to do your job well?** | 3D lighting  3D printing process  3D texturing |
| **What was the size of the organisation? (Number of people working in the organisation)** | 200+ |
| **What was the size of your workplace? (number of people working at your workplace)** | 51-100 |
| **Do you have any proof of this professional/work experience with you?** | Yes |
| **Experience 2** | |
| **Please describe the nature of your professional/work experience** | Self-employed |
| **How long did this experience last?** | 1 Week(s)  1 Month(s) |
| **In which country/countries was this experience?** | American Samoa |
| **Which language(s) did you mainly use?** | Afrikaans  Tibetan |
| **Please indicate the occupation from the list that best fits the type of work you carried out.** | ICT accessibility tester |
| **Which skills did you need to do your job well?** | 3D lighting  3D texturing  ABAP |
| **What was the size of the organisation? (Number of people working in the organisation)** | 11-50 |
| **What was the size of your workplace? (number of people working at your workplace)** | 200+ |
| **Do you have any proof of this professional/work experience with you?** | Yes |
| **Skills acquired outside the workplace** | |
| **Caring for children?** | With guidance |
| **Generally how many at the same time?** | 3 |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Caring for elderly people?** | Beginner |
| **Generally how many at the same time?** | 3 |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Caring for sick or disabled people?** | Intermediate |
| **Generally how many at the same time?** | 3 |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Making / mending clothing?** | Expert |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Preparing meals?** | With guidance |
| **Generally for how many people?** | 0-5 |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Cultivating crops?** | Beginner |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Taking care of livestock?** | Intermediate |
| **Generally how many at the same time?** | 3 |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Making pottery?** | Expert |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Selling or trading products?** | With guidance |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Making furniture?** | Beginner |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **House construction?** | Intermediate |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Coaching/teaching?** | Expert |
| **How often?** | Rarely |
| **For how long?** | 2 Month(s)  1 Year(s) |
| **Other basic and transversal skills** | |
| **Work independently** | With guidance |
| **Make decisions independently** | Beginner |
| **Work in a structured way** | Intermediate |
| **Solve problems** | Expert |
| **Work with others / collaborate / network** | With guidance |
| **Work with people of different cultures / backgrounds** | Beginner |
| **Work with customers / clients** | Intermediate |
| **Work as a leader / manager / supervisor** | Expert |
| **Manage projects** | With guidance |
| **Work in stressful conditions / under time pressure** | Beginner |
| **Develop new ideas and turn them into action** | Intermediate |
| **Inspire and enthuse others** | Expert |
| **Take responsability for my own learning / development** | With guidance |
| **Driving Skills** | |
| **Horse and cart** | Yes |
| **Two-wheeled vehicles** | Yes |
| **Car with manual transmission** | Yes |
| **Car with automatic transmission** | Yes |
| **Heavy trucks** | Yes |
| **Bus** | Yes |
| **Tram** | Yes |
| **Train** | Yes |
| **Agricultural machinery** | Yes |
| **Vessels (e.g. boat)** | Yes |
| **Fork-lift truck** | Yes |
| **Diggers, cranes and other construction machinery** | Yes |
| **Aircraft** | Yes |
| **Other** | boat |
| **Overall appraisal and recommended next steps** | |
| **Strengths** | |
| **General comments or conclusions on particular strengths of the individual** | Strenghs |
| **Recognition** | |
| **Recommendation of which formal qualifications could be recognised** | Recommandation recognition |
| **Referral to organisations for recognition of formal qualifications** | Referral recognition |
| **Validation** | |
| **Recommendation of what non-formal and informal learning could be validated** | Recommandation validation |
| **Referral to organisations for validation of non-formal and informal learning** | Referral validation |
| **Training** | |
| **Advice on priorities for further education or training e.g.** | Advice training |
| **Referral to education and training organisations** | Referral training |
| **Work** | |
| **Advice on finding employment / starting up a business** | Advice work |
| **Guidance** | |
| **Referral to other organisations, e.g. for further guidance, online tools and support.** | Referal guidance |
| **Organisation** | |
| **Date of Issuance** | 5/3/2017 |
| **Place of issuance** | Belgique |
| **Type of organisation** | NGO |
| **Please enter the name of the issuing organisation.** | COmmune |
| **Responsible officer** | Officer |
| **Address** | Rue de la comune |
| **Country** | Belgium |
| **Telephone Number** | 042633827  0123456789 |
| **Email address** | commune@alleur.com |
| **Organisation** | |
| **Date of Issuance** | 1/1/2019 |
| **Place of issuance** | Somewhere |
| **Type of organisation** | PES |
| **Please enter the name of the issuing organisation.** | The name of the issuing organisation |
| **Responsible officer** | Officer |
| **Address** | address |
| **Country** | France |
| **Telephone Number** | 0123456789 |
| **Email address** | test@test.com |