**السيرة الذاتية**

**صورة المترشح(ة)**

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| 1. الحالة المدنية |

الاسم الشخصي:..................................................................................................................PRENOM :

الاسم العائلي:..........................................................................................................................NOM :

الحالة العائلية: عازب(ة) متزوج(ة) مطلق(ة) أرمل(ة)

رقم البطاقة الوطنية للتعريف: .............................................. رقم الـتأجير:.................................................

الدرجة: .................................... السلم:.......................................... الرتبة:..........................................

التعيين الحالي:.................................................................................................................................

رقم الهاتف:....................................................................................................................................

البريد الإلكتروني:............................................................................................................................

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| 1. الشهادات المحصل عليها ( من الأحدث إلى الأقدم) |

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| **الشهادة أو الدبلوم** | **المؤسسة** | **المدينة** | **تاريخ الحصول عليها** |
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| 1. التكوين المستمر والتداريب( من الأحدث إلى الأقدم) |

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| **موضوع التكوين** | **المدة** | **السنة** | **المؤسسة أو الهيئة** | **المدينة** |
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| 1. التجربة المهنية |

* **مختلف المهام الإدارية التي مارسها المترشح:**

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| الوظيفة | القسم أو المصلحة | الفترة | |
| من | إلى |
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* **مهام أخرى:**

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| 1. المؤهلات في ميدان المعلوميات |

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| 1. اللغات |

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|  | **العربية** | **الأمازيغية** | **الفرنسية** | **الإنجليزية** | **الإسبانية** | **أخرى** |
| **مقروءة** |  |  |  |  |  |  |
| **مكتوبة** |  |  |  |  |  |  |
| **منطوقة** |  |  |  |  |  |  |

* تصريح: أشهد على صحة المعلومات الواردة في هذا المطبوع

حرر في:...................................... بـــ:...............................................................

التوقيع

ملحوظة:

يتعين عند الاقتضاء الإدلاء بالوثائق التي تؤكد صحة البيانات المشار إليها أعلاه

**مشروع تطوير العمل والمنهجية التي يقترحها المترشح(ة)**

**لتدبير والرفع من أداء**

**مصلحة:…………………………………………**

1. **بطاقة معلومات حول المصلحة المراد الترشح لها:**

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1. **القيام بتشخيص المصلحة المراد شغلها**

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1. **حاجيات المصلحة المراد شغلها من تجهيزات وموارد بشرية:**

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1. **تدبير المصلحة والمقاربة التي تنوون الاعتماد عليها:**

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1. **منهجية التدبير الأمثل للموارد البشرية**

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1. **منهجية التدبير الأمثل للموارد المادية:**

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1. **منهجية التقييم الداخلي للمصلحة:**

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1. **العلاقات العامة مع مرتفقي المصلحة:**

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| …………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….. |

1. **تصورحول طبيعة العلاقات الهرمية مع الرؤساء المباشرين**

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| …………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….. |

1. **إسترتيجية تطوير وتحديث المصلحة التي ترغبون في الإشراف عليها:**

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| …………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….. |