

EU Skills Profile Tool for Third Country Nationals

Doe John

Personal information

General information

Family name	Doe
First name	John John
Gender	Male
Date of birth	20/8/1987
Country of birth	Belgium
Country of nationality	Belgium
Marital status	Single

Personal identification document

Type	Passport
Document number	12346789
Country of issue	Belgium
Valid until	15/4/2018

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
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

Expectation 2

What would you like to do next?	Follow integration course
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Expectation 3

What would you like to do next?	Undertake education and / or training
Type(s) of education	Literacy course
Time commitment	Part time
Other field of study	Other field of study

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
Please indicate the best fitting occupation	3D modeller Freinet school teacher

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	Yes
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education and informal training?

When were you last in education and/or training? 2014

How long in total did you attend full-time education and/or training? 1 Week(s)
2 Month(s)
3 Year(s)

How long in total did you attend part-time education and/or training? 1 Week(s)
3 Month(s)
6 Year(s)

What was your highest level of education and/or training? Primary Education

Literacy Skills

Do you read regularly? Yes

Please indicate the types of media you are/were used to reading on paper. Letters
Magazines
Newspapers
Books (leisure)
Books (study)
Other documents

Other documents Other reading on paper

Please indicate the types of media you are/were used to reading online Facebook
LinkedIn
WhatsApp
Twitter
Other social media
Newspapers

Other social media Other reading on internet

Do/did you write or fill-in documents regularly? Yes

Please indicate what types of media you are/were used to writing / filling in. Social media
E-Mails
Reports
Memos
Forms
Other documents

Other documents Other writing

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?	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+

Skills acquired outside the workplace

Caring for children?	With guidance
Generally how many at the same time?	3
How often?	Rarely
For how long?	1 Month(s) 3 Year(s)
Caring for elderly people?	Beginner
Generally how many at the same time?	2
For how long?	1 Month(s) 3 Year(s)
Making / mending clothing?	Expert

How often?	Almost always
For how long?	2 Month(s) 1 Year(s)
Preparing meals?	With guidance
Generally for how many people?	11-20
How often?	Most weeks
For how long?	2 Month(s) 1 Year(s)
Cultivating crops?	Beginner
For how long?	2 Month(s) 2 Year(s)
Taking care of livestock?	Intermediate
For how long?	1 Month(s) 1 Year(s)
Making pottery?	Expert
For how long?	1 Month(s) 1 Year(s)
Selling or trading products?	With guidance
For how long?	1 Month(s) 1 Year(s)
Making furniture?	Beginner
For how long?	1 Month(s) 1 Year(s)
House construction?	Intermediate
For how long?	2 Month(s) 1 Year(s)
Coaching/teaching?	Expert
For how long?	1 Month(s) 7 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

Driving Skills

Horse and cart	Yes
Two-wheeled vehicles	Yes
Heavy trucks	Yes
Bus	Yes
Tram	Yes
Other	boat

Overall appraisal and recommended next steps

Strengths

General comments or conclusions on particular strengths of the individual

General comments or conclusions on particular strengths of the individual

Recognition

Recommendation of which formal qualifications could be recognised

Recommendation of which formal qualifications could be recognised

Referral to organisations for recognition of formal qualifications

Referral to organisations for recognition of formal qualifications

Validation

Recommendation of what non-formal and informal learning could be validated

Recommendation of what non-formal and informal learning could be validated

Referral to organisations for validation of non-formal and informal learning

Referral to organisations for validation of non-formal and informal learning

Training

Advice on priorities for further education or training e.g.

Advice on priorities for further education or training e.g.

Referral to education and training organisations

Referral to education and training organisations

Work

Advice on finding employment / starting up a business

Advice on finding employment / starting up a business

Guidance

Referral to other organisations, e.g. for further guidance,

Referral to other organisations, e.g. for further guidance, online tools and support.

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
Email address	commune@alleur.com