

# Manager Training Programme

of the German Federal Ministry for Economic Affairs and Climate Action

## APPLICATION FORM

Please fill out this form in **English** using [only Adobe Reader](#)

### 1. CANDIDATE DATA

#### Personal details

First name *(as written in passport)*

Last name *(as written in passport)*

Date of birth *(dd/mm/yyyy)*

Gender

International passport number

Date of expiry *(dd/mm/yyyy)*

#### Contact Data

Street and Number

Postal code

City

Region

Country

Telephone private

Telephone office

Mobile

Skype

Email private

Email office

#### Education

Name of university

Subject & degree obtained

Years (from-to)

#### Participation in other training programmes

Name of institution

Name of programme

Year

Duration

#### Foreign language skills

English

*basic*

*good*

*fluent*

*none*

German

Other languages

#### Current employment

Position

Department

Responsibilities

Number of direct subordinates

Years of employment

## 2. COMPANY DATA

### Company details

Name of company Year of foundation

Company Address City

Region Company website

### Company description

Type of ownership Private ownership Other (please specify)

State owned company

Mixed form of ownership (private & state)

Legal form Is the company part of a holding?

Yes *No*

Number of employees Annual turnover (€) Company's share in export (%)

Main type of business Manufacturing Other (please specify)

Trading

Services

### Economic sector

Statistical classification of economic activity

Branch 1

Branch 2 (optional)

Branch 3 (optional)

Products / services and their percentage of company's annual output *Name the main products / services which the company produces / provides*

*Percentage*

%

%

%

### 3. PROGRAMME PARTICIPATION DETAILS

#### Company goals and objectives for your participation in the programme

Please state the form of cooperation, your company is (mainly) planning in Germany (several ticks possible)

import	export	distribution	founding of Joint Venture
subcontracting	licensing	franchising	exhibition/ trade fair

other forms of cooperation, please specify:

Please describe your motivation for applying for the programme and the objectives of your company for economic cooperation with Germany. Refer to the answer(s) given above.

Please describe recent challenges in your field of business

Describe your cooperation project that you want to develop further during your participation in the MP and implement at a later stage.

Explain why this cooperation project is of strategic importance to your company. What results, such as quality, turnover, costs, product portfolio, ..., should be achieved for your company with the project.

Please, specify details about economic sector, products, services of German companies, which are of interest for your company

Economic sector Name of German company / contact (if available)

Intended form of cooperation Products/services

Economic sector Name of German company / contact (if available)

Intended form of cooperation Products/services

Economic sector Name of German company / contact (if available)

Intended form of cooperation Products/services

Please name already existing contacts with German (or other foreign) companies

Name of company, country Nature of Cooperation

**Do you have the authority for conducting negotiations?** Yes No

Thank you for taking the time to complete this form!

Data Protection Declaration

**I hereby consent to my personal data being stored and used for the purposes stated. This consent shall remain valid for a period of up to three years after the end of the programme.** Yes No

Please **save** this PDF-file and **rename** it with your name:

Please send the saved PDF-file back to the partner of the programme in your country via **email**. Please also **attach** the following documents, if available:

- Organisational chart of your company
- A booklet about your company or a short presentation in Power point
- Technical specification of products, equipment, etc. for buying / selling
- Letter of intent from German companies