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**Outstanding Young Employee Award 2017**

**Application Form**

As part of the 2017 Westpac Porirua Business Excellence Awards, Partners Porirua is proud to sponsor the Outstanding Young Employee Award.

We are looking for a young employee that has shown outstanding performance within an organisation, contributed to the success of the business, and has a commitment to personal growth and lifelong learning.

**WHO CAN MAKE AN APPLICATION?**

* The nominee’s employer, manager or supervisor
* The nominee must live or work in Porirua
* The nominee must be **under** 25yrs of age as at 31 December 2017

**WHAT HAPPENS NEXT?**

Applications open 10th July 2017

Applications close 31st August 2017

Finalists announced 25th October 2017

The overall winner will be announced at the 2017 Westpac Porirua Business Excellence Awards on 17 November 2017.

**HOW TO APPLY FOR THE OUTSTANDING YOUNG EMPLOYEE AWARD**

* Applications must be on this form
* Read through the application form to get a good idea of the information needed
* Answer each question in a way that will help the judges to understand why your nominee is an outstanding young employee. Keep It Simple ☺.
* Submit your application by email to jane@partnersporirua.org.nz or to info@poriruachamber.co.nz
* Alternatively, post your application to Partners Porirua, PO Box 50462, Porirua 5240 or to Porirua Chamber of Commerce, PO Box 50309, Porirua 5240
* For further information please contact Jane Hocking on 022 352 7040
* Ensure you submit this application **by 31st August 2017**

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**APPLICATION FOR YOUNG EMPLOYEE AWARD**

1. **YOUR DETAILS**

Name of Sponsor or Person making this application

|  |  |
| --- | --- |
| Name: |  |
| Position: |  | Company: |  |
| Telephone: |  | Email: |  |

1. **NOMINEE DETAILS**

|  |  |
| --- | --- |
| Full Name: |  |
| Date of birth:***Must be under 25yrs as at 31/12/2017*** |  | Gender: |  |
| Personal contact details Phone and email: |  |
| Physical work address |  |

1. **YOUR NOMINATION**

|  |  |
| --- | --- |
| Introduction and background to the nominee and how you selected them for the position.How long have they worked for you? |  |
| Describe their current position and duties. |  |
| What are the qualities which make your nominee an outstanding young employee? |  |
| Have they taken on special responsibilities or contributed to the workplace over and above their job description? |  |
| Do they demonstrate a commitment to personal growth and lifelong learning? Tell us about their aspirations for learning and growing. What training or qualifications have they achieved? |  |
| How have they contributed to your business success, objectives or mission? |  |
| Further comments: |  |

**Return by email to** **jane@partnersporirua.org.nz**

**or post to Partners Porirua, PO Box 50462, Porirua 5240.**

**For further information please contact Jane Hocking 022 3527040**