**Nomination Form**

**UCC Campus Companies Staff Recognition Awards**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please complete the following information regarding the NOMINATION:**

1. FULL NAME(S) OF NOMINEE(S) (of individual nominee or team members, as appropriate)

1. NAME OF THE CAMPUS COMPANY OF NOMINEE(S)
2. EMAIL ADDRESS OF NOMINEE(S) (of individual nominee or team leader, as appropriate)
3. PRESENT TITLE AND POSITION: (of individual nominee or of each team member, as appropriate)
4. CONFIRMATION THAT THE INDIVIDUAL(S) NOMINATED ARE CURRENT EMPLOYEES OF A CAMPUS COMPANY WHO HAVE COMPLETED THEIR PERIOD OF PROBATION

 Confirmed 🞐 (please tick)

1. DO THE NOMINEE(S) CONSENT TO BEING NOMINATED? (YES/NO)

Nominees must consent to being nominated in order to be considered for an Award.

Yes 🞐 (please tick)

1. PLEASE INDICATE WITH A TICK, THE AWARD CATEGORY FOR WHICH THE INDIVIDUAL OR TEAM (AS APPROPRIATE) IS BEING NOMINATED

**Note: individuals and/or teams may only be nominated once, and for one award category, in any particular year**

1. ***Customer Care Award*** (team/individual) 🞐
2. ***Best Contribution to a Strategic Initiative of the University*** (team) 🞐
3. ***Unsung Hero Award*** (individual) 🞐
4. SHORT RESUME OF NOMINEE

**No more than 300 words**

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| --- |
| [INDICATE TOTAL WORD COUNT: \_\_\_\_\_ ] |

1. PLEASE STATE WHY YOU BELIEVE THIS NOMINEE MERITS A CAMPUS COMPANY STAFF RECOGNITION AWARD FOR THE SELECTED AWARD CATEGORY

**No more than 500 words**

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| --- |
| [INDICATE TOTAL WORD COUNT: \_\_\_\_\_ ] |

1. PLEASE ATTACH **TWO LETTERS OF SUPPORT** PROVIDED BY PARTIES OTHER THAN THE NOMINEE OR NOMINATOR, **NOT TO EXCEED A 200 WORD LIMIT**.

Letters of support must be scanned and uploaded in one pdf document with the nomination form when submitting the nomination form.

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SUBMITTED BY: \_\_\_ (NOMINATOR SIGNATURE)

 NAME: \_\_\_\_\_\_\_\_

COMPANY/SCHOOL/DEPARTMENT/UNIT:

 EMAIL ADDRESS: \_\_\_\_\_\_\_

 DATE OF NOMINATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return the completed nomination form and supporting documentation to **campuscoawards@ucc.ie**

The UCC Campus Companies Staff Recognition Awards documentation and guidelines should be consulted before completing this nomination form. These are available at <https://www.ucc.ie/en/sdc/>