

UNSW Faculty of Engineering Staff Excellence Awards
PROFESSIONAL AWARD
Nomination Form for Individuals – PART 1

This is a guided format for the nomination of an individual. A separate form is available for the nomination of teams/groups.

Nominations must conform to the rules, address the criteria, and provide the supporting documentation set out in the UNSW Faculty of Engineering Staff Excellence Awards Protocol. The protocol should be read prior to lodgement of a nomination, and is available on the UNSW Faculty of Engineering website at www.eng.unsw.edu.au/staff/index.htm

Valid Nominations

- One form only will be accepted from any group of nominators.
- Nominations must be made on the forms provided, and must include this coversheet (PART 1) and the signed supporting statement (PART 2), and a copy of the curriculum vitae of the nominee.
- The completed nomination must be submitted to the relevant Head of School/Unit by the **third Friday in October** for endorsement, and the Dean by **the fourth Friday in October**.

Name of Nominee: _____ Phone: _____

Position: _____ School/Unit: _____

Acceptance of Nomination: I accept nomination for a UNSW Faculty of Engineering Staff Excellence Award

Signature: _____ Date: ___/___/___

1st Nominator's Name: _____ Phone: _____

Relationship to nominee: _____ Email: _____

Position: _____ School/Unit: _____

2nd Nominator's Name: _____ Phone: _____

Relationship to nominee: _____ Email: _____

Position: _____ School/Unit: _____

Head of School/Unit: I endorse this nomination

Signature: _____ Date: ___/___/___

School/Unit: _____

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Supporting Statement of Nominators

Nominees Achievements (please comment on how the nominee met one or more of the Criteria for the above **Professional Award**):

An exceptional and outstanding achievement or success:

Outstanding service to the clients of the Unit/School/Faculty:

An outstanding or novel initiative which has been implemented:

Significant improvements to work procedures or operational systems that are of benefit to the Unit/School/Faculty:

Participation in working groups for the improvement of UNSW administrative procedures and support:

Other:

Any additional comments:

If there is insufficient space, please attach additional pages. You may provide supporting documentation

1st Nominator Signature: _____ Date: ___/___/___

2nd Nominator Signature: _____ Date: ___/___/___