

# TRAINEE OF THE YEAR CERTIFICATE IV IN CIVIL CONSTRUCTION

The Industry Leaders & Training Awards recognise the outstanding learning and development achievements of individuals within the civil construction industry.

2014 INDUSTRY  
LEADERS &  
TRAINING  
*Awards*

## NOMINATIONS CLOSE 4 APRIL 2014

Nominees for the Awards will each have demonstrated leadership in industry training and attained significant achievements in their field.



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### EVENT DATE

Friday 13 June, 2014

### VENUE

Brisbane Convention & Exhibition  
Centre, Plaza Terrace Room

### TIME

**6.30pm** Pre-dinner drinks

**7.00pm** Dinner and awards commence

### EMAIL

qldevents@ccfql.com

### FAX

07 3360 7944

### POST

Industry Leaders & Training  
Awards Nomination

11 Hi-Tech Ct, Eight Mile Plains QLD 4113

As the authorised company representative, please read the eligibility information and sign as required. This eligibility form provides the nominee with the relevant authorisation to complete the nomination form for their category. By completing this eligibility form, you are agreeing to all contents contained herein.

- > All nominations must have formal approval by the employer or by the person authorised to act on behalf of the employer. This will be considered approved by signing this eligibility form.
- > Each nominee must have completed their training between 6 April 2013 - 4 April 2014.
- > Employer and employee must have adhered to the contents of the Training Contract with Civil Train Queensland.
- > All finalists must be available to attend the Awards night on Friday 13 June, 2014.

**Employers: please ensure you have completed the trainee rating chart below.**

EMPLOYER NAME \_\_\_\_\_

\_\_\_\_\_

**AUTHORISED COMPANY REPRESENTATIVE:**

NAME \_\_\_\_\_

\_\_\_\_\_

POSITION \_\_\_\_\_

MOBILE \_\_\_\_\_

EMAIL \_\_\_\_\_

SIGNED \_\_\_\_\_

(Company Representative)

TRAINEE RATING CHART					
RATING: Employer to complete (scale of 1 is average, 5 is excellent)					
EMPLOYER'S COMMENTS	1	2	3	4	5
Reliability					
Initiative					
Attention to Detail					
Team Work					
Compliance					
Communication					



RECOGNISING THE INDUSTRY'S  
TOP PERFORMERS IN 2014

# NOMINATION FORM

TRAINER NAME \_\_\_\_\_

NOMINEE NAME \_\_\_\_\_

The nominee must have completed their training by 4 April 2014\*.

The nominee has been nominated by:

Civil Train Trainer     Company Representative     Trainee

## CRITERIA

- > Responses should be no longer than 300 words per question.
- > Each nomination requires at least one letter of support.
- > Other support materials demonstrating excellence in the nomination field (ie. references/photos) should be attached.
- > By submitting your nomination you are giving the CCF permission to use and publish any photographs or video footage taken at the workplace provided in the nomination and/or at the event.
- > Please ensure that all personal information provided is accurate as this will be used on all materials, certificates, media releases etc.

## OTHER INFORMATION

- > One free ticket will be issued to each finalist to attend the awards night.
- > Transport is not included.

## TRAINEE OF THE YEAR CERTIFICATE IV IN CIVIL CONSTRUCTION

AWARD SPONSOR



CONTACT NAME \_\_\_\_\_

CONTACT PHONE NUMBER \_\_\_\_\_

CONTACT EMAIL ADDRESS \_\_\_\_\_

NAME OF EMPLOYER \_\_\_\_\_

WHAT ARE YOUR CAREER PROGRESSION GOALS AND WHAT STRATEGIES ARE YOU ADOPTING TO ACHIEVE THESE?

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PROVIDE THREE EXAMPLES OF HOW YOUR TRAINING HAS ASSISTED YOU TO LEAD AND/OR MANAGE YOUR TEAM?

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PLEASE ATTACH YOUR LETTER(S) OF SUPPORT AND ANY OTHER SUPPORTING MATERIALS TO THIS FORM TO ENDORSE YOUR NOMINATION.

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