**Individual Contribution Award – Application Form**

An online application form is also available in [MyAdmin](myadmin.aber.ac.uk).

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| --- | --- |
| Name: |  |
| Nominee: |  |
| Email: |  |
| Payroll Number: |  |
| Department and Faculty: |  |
| Job Title: |  |
| Current Grade: |  |

I am submitting this nomination:

|  |  |
| --- | --- |
| As the Line Manager |[ ]  On my own behalf |[ ]

**Application**

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| Thinking about the requirements of the role, please demonstrate how your employee/you have gone over and above the expectations of your role to demonstrate excellence. What was the impact of this? This could be relating to a team, customers, or specific activities. **Your statement should not exceed half a side of A4.**  |
|  |

**Additional criteria for Grade 8 & 9 Applications**

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| Considering the University’s values, please indicate how you have instilled these in your role over the past 12 months, as a leader at the University **Your statement should not exceed 500 words** |
|  |

**Head of Department Statement of Support**

The nominees Head of Department should complete this section.

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| --- |
| I confirm I fully support this application |[ ]
| The statement is correct and reflective of excellence in this role  |[ ]

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| If you would like to add anything in addition to support for this nomination, or if you **do not** support this application, please provide a short statement detailing this.  |
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