

Name of
Applicant |



**YOUNG PERSON
AWARD**

APPLICATION FORM

YOUNG PERSON AWARD

PURPOSE

This award is to encourage young people and to recognise excellence within the chemical distribution sector. The young person should be able to demonstrate how their ability and individual performance has contributed to a strategic enhancement in any area of the business, describing the part they have played in achieving the stated aims or improvements

ELIGIBILITY

The award is open to any person under 30 years of age on the 31st December 2020, who is employed by a full member of CBA. Anyone leaving their employer between the application and the presentation event, should inform CBA, as this would disqualify them from the award

APPLICATION

Each year CBA will write to the CEOs and main contacts of each full member of the Association and invite them to nominate a young person within their organisation for the award

The candidate should write an entry statement explaining:

- their role in the company
- their employment history, experience, etc
- why they should win the award

The entry statement should be supported by their Line Manager, CEO or equivalent, explaining why they have been nominated and their achievements with the company

All completed applications for this award are to be received by Michael Cooper at CBA by **5pm on 18th December 2020**

JUDGING

An independent judging panel will be set up to review the applications received and to determine a short-list of the best entries

Those on the short-list will then be invited to attend an interview with a sub-group of the judging panel (a maximum of 3 judges). Whilst there are no specific criteria, the judging panel will look to identify a young person who has differentiated themselves based upon the information in the written entry and the interview. Applicants unable to attend the interview will not be eligible to win this award

The winner will not be announced until the CBA Annual Lunch on the 28th April 2021, where the winner will receive an engraved award

The winner should be willing to participate in publicity

The winner of the Young Person Award will also be invited to attend a range of CBA meetings including a CBA Council meeting and various Committee meetings enabling the winner to play an active role in the Association and increase their knowledge of the sector. The winner's company would need to allow them the necessary time to attend such meetings, but will benefit from the development of the young person, as well as having the company name associated with the award winner. Additionally, the winner together with the other short-listed entrants will be invited to form a Communications Panel to help engage other young people in the industry

CONTACT INFORMATION

Candidate's Name

Company Name

Company Address

Main Company Telephone Number

Type of CBA Membership Held

Candidate's Email Address

Candidate's Date of Birth

Nominator's Name

Nominator's Position within Company

Nominator's Email Address

1. Entry Statement (to be completed by the candidate)

In no more than 500 words please state below your role in the company, your employment history and experience to date together with what achievement or enhancement you have contributed to the company. Please describe the part you played in achieving the stated aims or improvements and why you feel you should win this award

2. Reason for Nomination (to be completed by the nominator)

In no more than 250 words please list the key reasons why you have nominated this candidate for CBA's Young Person Award

3. Summary of Achievements (to be completed by the nominator)

In no more than 250 words please summarise your candidates achievements taking in to consideration

- the nature of the business enhancement/improvement,
- the significance of the candidate's contribution in terms of innovation, engagement or inspiration
- whether the candidate has an awareness of the wider challenges to the chemical distribution industry

4. Other Qualities (to be completed by the candidate)

In no more than 250 words please detail any other qualities and previous performances that you feel helped you achieve your aim in Question 1 and what learnings have you taken away for future use

5. Supporting Documentation

Please list any supporting documentation (maximum of 5 pages of A4) below. **Please ensure the candidate's name is printed in the top right hand corner of each piece of supporting documentation before submission**

Candidate's Signature

Nominator's Signature

Date of Application

SUBMIT

CLOSING DATE

All completed Application Forms are to be sent via the "Submit" button or by email to Michael Cooper at michael.cooper@chemical.org.uk by 5pm on the 18th December 2020

IF YOU ARE UNABLE TO USE THE "SUBMIT" BUTTON OR THE FILLABLE FORM FIELDS

These features only work with compatible PDF viewers, such as Adobe Reader. If you are using a web browser such as Google Chrome, Microsoft Edge or Apple Safari Mobile, then some or all of these features may not work. If this is the case either download Adobe Reader (available for free from <https://get.adobe.com/uk/reader/>) or save the document on your device and attach to an email in the usual manner, sending it to michael.cooper@chemical.org.uk - don't forget to attach any supporting documentation

If you haven't received an acknowledgement receipt of your submission within 5 working days, please contact Michael Cooper direct via the contact information shown below

COMPATIBILITY ISSUES

Please note that this form is NOT compatible with Apple Preview

RULES OF ENTRY

- The candidate should be an employee of a full CBA member company throughout the Award year and up to the time the award is presented. Should the candidate leave the nominating company between the application being submitted and the date the winner is announced, they will be disqualified from the competition. Only one entry per CBA member company is permitted per year
- Applications should only be made on the appropriate application form although other information (up to a maximum of five sides of A4) can be attached to support the entry. Applicants should note that irrelevant content is liable to be penalised by the judging panel
- All applications will be assessed by the Judging Panel
- All applications will be treated in the strictest confidence and the information contained therein will only be used for the purpose of judging for this award
- All results will remain confidential until the day of the presentation (CBA's Annual Lunch)
- Winning candidates should be willing to participate in all reasonable publicity as deemed by CBA (e.g. name, company and photo used in or on CBA's website, publications, press releases, etc.)
- The candidate's employer should allow sufficient time for them, should they win, to participate in CBA activities as detailed
- CBA reserves the right not to make an Award in any award year

FURTHER INFORMATION

For further information, please contact Michael Cooper at the Chemical Business Association, Group House, Southmere Court, Electra Way, Crewe, Cheshire, CW1 6GU. Telephone: 01270 258200
Email: michael.cooper@chemical.org.uk



Chemical Business Association

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