Trainee/Apprentice Award 2024

The Industry Association wishes to recognise exceptional individuals in trainee/apprentice roles, specifically those

undergoing a structured and systematic development programme.

This category of award is open to trainee/apprentices at all companies operating within the composites industry throughout the United Kingdom and includes:

* Suppliers & manufacturers of materials, machinery, consumables and ancillary equipment
* Processors
* Original Equipment Manufacturers

The trainee or apprentice is most likely to be operating within one or more of the following departments:

* Production & production support services
* Processing operation
* Maintenance support
* Tool & mould making, design and repair
* Finishing & assembly
* Field service, repair and maintenance

Judging for this award will take place over the summer of 2024 and all entries must be received by **5pm on 26th July 2024**. The Board of Directors will select a short-list of entries, all of whom will be expected to attend the Awards Dinner at the National Motorcycle Museum, Birmingham, on 30th October where the winner will be announced.

**What does our trainee/apprentice get if they are shortlisted?**

**Each shortlisted individual will receive:**

* A commemorative plaque.
* International press coverage through being part of our press release detailing the shortlisted entries.
* An image which you can use on your email and/or website to show you are shortlisted.
* A ‘spotlight’ feature on our website, newsletter and social media channels detailing your company and entry (signed off by you before it is publicised).
* Inclusion in a dedicated email to our database of 12000 composites industry professionals promoting your shortlisting with links back to your website.
* Details of your entry included in our digital supplement showcasing shortlisted entries. There will be an option here for your company to take a paid for advertisement space.

**The winner of each category will additionally receive:**

* A physical award.
* A commemorative plaque.
* Your ‘spotlight’ made a permanent feature on the Composites UK website.
* Included in our social media campaign announcing the winners.
* International press coverage through being part of our press release detailing the winning entries.
* An image which you can use on your email and/or website to show you are a winner.
* A winner’s video on our You Tube channel talking about your trainee/apprentice.

Trainee/Apprentice Award

**Entry Form**

This category is looking to find that person who is already demonstrating the potential to contribute greatly to the future of your company and the industry. This entry must be completed by the company employing the nominated individual who must be following a structured development programme.

**Sponsoring Company Details**

Company name: Click here to enter text.

Address: Click here to enter text.

Postcode: Click here to enter text.

Phone: Click here to enter text.

Email: Click here to enter text.

Name of nominator: Click here to enter text.

Position in Company: Click here to enter text.

Phone (if different): Click here to enter text.

Email (if different): Click here to enter text.

No. of employees: Click here to enter text.

Turnover: Click here to enter text.

**Trainee/Apprentice Details**

Name of apprentice/trainee: Click here to enter text.

Position in Company: Click here to enter text.

Phone: Click here to enter text.

Email: Click here to enter text.

**About the Company**

Please describe briefly the main function, operation, size and product(s) produced or offered by your company.

Click here to enter text.

**About the Apprentice/trainee**

Please describe as clearly as possible what the apprentice/trainee is doing/has achieved against each of the following criteria. Please attach relevant supporting evidence or documentation for your answers with the entry.

Explain the apprentice/trainee’s current and main activity within the company.

Click here to enter text.

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Describe the apprentice/trainee’s nominee’s off-the-job training and any qualifications gained or being studied for (this may include college, university of supplier training).

Click here to enter text.

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Describe the apprentice/trainee’s on-the-job development programme (this may include vocational NVQ programmes or a development initiative devised by the company).

Click here to enter text.

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Describe work activities that the apprentice/trainee has undertaken that in your opinion (or other colleagues’ opinion) are noteworthy. Include testimonials if possible. Include activities outside the workplace.

Click here to enter text.

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Finally, explain why in overall terms the apprentice/trainee deserves the award of ‘Trainee or Apprentice of the Year’. What makes them stand out from the crowd?

Click here to enter text.

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**You are advised that…**

* You need to make your case in a clear, interesting and persuasive way. The judges will have many entries to assess, so a concise and succinct entry form will be appreciated.
* The judges’ decision is final and if not a winner, special commendations can be awarded.
* If a large number of entries are received, Composites UK reserve the right to divide the entries into company size and have an award for large, medium and small companies.

**Press Information**

Composites UK will wish to maximise the press coverage of these awards and information for the entries is taken from the entry forms. If there are specific information in your entry that is sensitive and should not be published, please make this clear at the time you submit your entry.

**Shortlisting and Dinner Attendance**

Shortlisted individuals must be in attendance at the dinner.

**Declaration**

I confirm that I have read the entry details and this entry abides by all qualifying criteria.

Signed (initial if completing online): Click here to enter text.

Name of sponsor: Click here to enter text.

Date: Click here to enter text.

**Send your entry to…**

All entries must reach us by **5pm on 26th July 2024.**

Return the completed entry form along with any supporting material to Composites UK.

You can print this form and complete it by hand or fill in the fields using Word and saving/printing a version.

By post: Composites UK, Audley House, Northbridge Road, Berkhamsted, HP4 1EH

By email: [info@compositesuk.co.uk](mailto:info@compositesuk.co.uk)

Phone number for enquiries is 01442 817502.