



Sample nominations

General information

Thank you for nominating your outstanding apprentice, trainee or trade student for TAFE Queensland's 2023 Trade Excellence Awards! We appreciate you taking the time to do so. Please find below tips and tricks and examples for a great nomination.

- Our judges are **only aware of the information** provided in the nomination. They have no other context of the apprentice, trainee or trade student. Please be mindful of this when submitting a nomination.
- You may **use dot points** or **full paragraphs**.
- The **more information and detail**, the stronger the nomination.
- **Anecdotes** are a great way to promote your trade student's story – please share them with us!
- Please **provide examples** on how your apprentice or trainee shows skills and desirable attributes that are noted in the award category questions.
- You are more than welcome to email us **photos** of your trade student 'on the job'! Please forward them through to trades.north@tafeqld.edu.au

Sample nominations

Dot point nomination

Strong nomination

How has the nominee demonstrated their strong work ethic, leadership and dedication to their workplace and/or training?

- John Smith always demonstrates a strong work ethic
- He constantly tries his hardest at every task presented to him
- John can self-manage and organise himself around and within the workplace
- He shows leadership towards other apprentices and is always willing to help out
- John is always at work on time (or earlier) and willing to stay late if needed
- He is willing to attempt whatever task is given to him
- He uses his knowledge of the job to problem solve
- John is a hard and determined worker

How has the apprentice or trainee positively contributed to their employer/business; for example: enhancing workplace culture, supporting WH&S, or growing commercial opportunities?

- John Smith always encourages other students in the workplace by lending them a hand if needed, but is also allowing them also to learn at their own rate
- He is respectful to other work colleagues
- He is a great role model for other apprentices and colleagues
- Our business continually receives positive feedback John's attitude and performance and he even has a list of customers that specifically request him for jobs
- He is keen to learn more and broaden his horizon and skillset
- John gives everything 100%

Weak nomination

How has the nominee demonstrated their strong work ethic, leadership and dedication to their workplace and/or training?

- John Smith is punctual
- He is polite to others
- He is a dedicated worker

How has the apprentice or trainee positively contributed to their employer/business; for example: enhancing workplace culture, supporting WH&S, or growing commercial opportunities?

- John Smith stands out against the crowd

Sample nominations

Full paragraph nomination

Strong nomination

How has the nominee demonstrated their strong work ethic, leadership and dedication to their workplace and/or training?

- John Smith is a third year apprentice who has commenced his apprenticeship in January 2019 with us. John takes on all new roles through the various rotations and has a very keen interest to learn his trade. He has a genuine desire to learn through the many skilled supervisors on the varied rotating shifts. John has the maturity, passion, ambition and dedication to complete his apprenticeship and shows a genuine care for people and their wellbeing. He is someone who is valued and respected by his tradespeople and shows an incredible aptitude and safety maturity. He is hungry to learn, but patient at the same time, and always looks to stay busy.

How has the apprentice or trainee positively contributed to their employer/business; for example: enhancing workplace culture, supporting WH&S, or growing commercial opportunities?

- John Smith has applied for an apprenticeship with us after school. He was shortlisted and attended the assessment centre and panel interviews and we have identified that this applicant had what it took to be indentured. John, now a 3rd year apprentice, has shown a great growth in his confidence over the period of his apprenticeship. He enjoys the vast variety of work that we as his employer offer him along with the skills and guidance to be a great tradesman. He also shows great respect to his team members and is a very well-mannered apprentice and mentor for other trainees and apprentices.

John states that he has great aspirations to being a role model for others. During John's 3 years as an apprentice he has shown an ability to work independently and in a team, a desired trait for successful tradespeople. We has his employer and his on-site supervisors wish him well in this nomination.

Weak nomination

How has the nominee demonstrated their strong work ethic, leadership and dedication to their workplace and/or training?

- John Smith is cheerful and energetic. He is a well-respected mature-age apprentice and leads by example.

How has the apprentice or trainee positively contributed to their employer/business; for example: enhancing workplace culture, supporting WH&S, or growing commercial opportunities?

- John Smith is dedicated to his trade and willing to take on a challenge. He is an asset to us as his employer.