**THE KING’S SILVER MEDAL**

**COMPETITION**

**CANDIDATE NOMINATION FORM**



The purpose of the Nomination Form is to enable the Shipwrights’ Company to select the apprentices for the course at Kielder in September, and therefore the more information provided the better the Company is able to make the best selection, and the better the chance of the individual apprentice. Those completing the different parts of the reports should be those who have personally been most closely concerned with the work performance and progress of the apprentice.

Notes:

1. There are four parts to this form:

* Nominee / Applicant’s Information
* Primary Company Contact (Managing Director or Manager)
* Secondary Company Contact (Foreman, Supervisor or Training Officer)
* Apprentice’s Personal Statement

2. In selecting apprentices for the course at Kielder and thereafter for interview, the Company will be assessing applicants against the following criteria:

* Willingness to learn.
* Diligence at their trade and quality of output.
* Teamwork skills.
* Good citizenship and setting an example to others.
* Leadership qualities.
* Problem-solving skills.
* Communication skills.

3. Applicants must consider the criteria listed above when preparing their responses. **The highest marks will be awarded to those who are able to clearly demonstrate evidence of the course criteria**.

## Nominee / Applicant’s Information

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| --- | --- | --- | --- | --- |
| Full Name: |  |  |  |  |
|  | First |  |  | **Last** |

|  |  |  |  |
| --- | --- | --- | --- |
| Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Home Address: |  | Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

Phone (Mobile) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email (Work) ­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone (Home) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email (Home) ­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nominee / Applicant’s Trade \_­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Next of Kin or Parent / Guardian if U18:

First Name: \_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Employment Details

Company Name in full: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Address:­

Post­­­­­­­­­­­­­­­­­­­­code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date applicant Joined Company: : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date applicant began training with Company: : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Apprenticeship / Role: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Length of apprenticeship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date applicant expected to Complete Apprenticeship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Details of Training and Work Experience to Date (max 4000 characters):

In the box below you should explain in your own words how your career has gone to date. Describe the types of training and work you have undertaken and how you have done or are doing in any Further Education courses.

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## Primary Contact

*This should be the person responsible for authorising the nominee’s application, ideally the Line Manager.*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position in Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone (Mobile) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email (Work) ­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Primary Contact – Nomination Report (max 4000 characters)**

The Committee will want to see evidence of how you view: the candidate’s approach to learning; their communication and teamwork skills; their leadership qualities and any examples of problem solving. They will also expect to see your thoughts on their diligence at their trade and the quality of their output plus any evidence of good citizenship and the example they set to others.

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## Secondary Contact

*This should be the Foreman / Supervisor of the Department in which the applicant is currently employed.*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position in Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone (Mobile) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email (Work) ­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Secondary Contact – Nomination Report (max 4000 characters)**

The Committee will want to see evidence of how you view: the candidate’s approach to learning; their communication and teamwork skills; their leadership qualities and any examples of problem solving. They will also expect to see your thoughts on their diligence at their trade and the quality of their output plus any evidence of good citizenship and the example they set to others.

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## Nominee’s Personal Statement

The Committee will want to see evidence addressing the following criteria: your willingness to learn, your diligence in your trade and quality of output, your teamwork skills, your leadership qualities, your problem solving skills, your communication skills and evidence of good citizenship and setting an example to others.

You should write between 400 and a maximum of 600 words and should endeavor to ensure that you provide the committee with examples in relation to each of the criteria listed above as well as explaining your ambitions, hobbies, sport, outside interests and how you see your career progressing.

Your employers have also been asked to comment on each of these criteria as well as your approach to your work.

*Why do you want to participate in the King’s Silver Medal Competition? What benefit do you think you will gain from attending the course both in the short term and in the future?*

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| --- | --- | --- | --- |
| Signature: |  | Date: |  |

**Final Check by Primary Contact:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |

**Print and Send or email to:**

**The Worshipful Company of Shipwrights**

**Ironmongers’ Hall**

**Shaftesbury Place**

**London EC2Y 8AA**

**Office2@shipwrights.co.uk**

**DATA PROTECTION**

*The Worshipful Company of Shipwrights is required to ensure that it protects your personal information (data) and complies with the General Data Protection Regulation (GDPR). The Company’s use of your personal data includes making it visible to members of the Company involved in managing the King’s Silver Medal Competition. Details of the Company’s Data Protection Policy available from the Clerk’s office.*