

## ICOM Apprentice of the Year Award 2024

### Application Form

#### Apprentice details:

Name:

Type of apprenticeship:

Date started:

#### College/Training details:

Tutor:

College name:

Address:

Postcode:

Telephone:

Email:

#### Employer details:

Company name:

Contact name:

Contact email:

Contact phone:

**College/Training achievements to date:**

**Please state why you should be considered for this award? Detail any special achievements in the workplace.** (To be filled in by apprentice). Additional sheets can be attached if necessary. Please mark all sheets clearly with your name.

**Please state why you are nominating this candidate?** Additional sheets can be attached if necessary. Please mark all sheets clearly with the apprentice's name.

Apprentice's Name:

Employer's Name:

Signature:

Signature:

Date:

Date:

## Application Guidance Notes

**Closing date for entries:** Friday 3<sup>rd</sup> May 2024

**How the awards are judged:** An independent judge will review the applications, shortlist three apprentices and choose the winning apprentice.

### Award Criteria

The judge is looking for:

- Apprentices who can demonstrate their achievements, contribution and the impact they have made within the organisation they work.
- Apprentices who are committed to their continuing professional development.
- Apprentices who embrace the use of new technology, materials and ways of working in order to maximise efficiency and reduce costs.

**Awards:** The three shortlisted apprentices will be invited as guests of ICOM to attend the ICOM Annual Luncheon, to be held at St Ermins Hotel, London on 6<sup>th</sup> June 2024, where the ICOM Apprentice of the Year Award will be presented.

The winning apprentice will receive a trophy, a certificate and a gift voucher. The ICOM member with the winning apprentice will get a £250 reduction in their 2025 subscription fee, a feature in the ICOM weekly news, a news article on the ICOM website and social media event coverage.

**How to apply:** There is no fee to apply for the ICOM Apprentice of the Year Award. ICOM members may nominate apprentices who have reached the height of excellence in their chosen apprenticeship. Nominees must be currently on an apprenticeship programme or have finished their apprenticeship within the 12 months previous to 3<sup>rd</sup> May 2024. The apprentices must be nominated by an ICOM member company and should be working within the ICOM member company.

Please submit the completed forms along with any supporting paperwork to:

**Email:** [ella.cooper@icom.org.uk](mailto:ella.cooper@icom.org.uk)

**Post:** Industrial and Commercial Heating Equipment Association  
Camden House  
Warwick Road  
Kenilworth  
Warwickshire CV8 1TH

Should you have any queries, please contact **Ella Cooper** on [ella.cooper@icom.org.uk](mailto:ella.cooper@icom.org.uk) or **07425 908571**