



The Insurance  
Institute of Leicester  
Chartered Insurance Institute

Proudly presents ...

## The Next Generation High Achievers of the Year Award 2018

### Guidance Notes

#### Applicant Information

Name:

Role:

Organisation:

Email Address:

Telephone Number:

Qualifications:

How long have you worked in your current role? :

How long have you worked with your current employer? :

How long have you worked in the insurance or financial services industry? :

#### Supporting Manager Information

Line Manager's name:

Job title:

Email Address:

Telephone Number:

*Please note that providing contact information for your line manager, you are acknowledging that you have asked their permission to share these details with the Insurance Institute of Leicester and they support your nomination and are happy to be contacted by a member of the judging panel.*

**What are the key objectives and responsibilities of your day to day role?**

*Please attach current role profile to application*



**In the last 12 months, what have been your top two professional achievements?**

- 1.
- 2.

*Achievements could include, but aren't limited to, being promoted, successfully delivering a new project, winning an internal award from your employer, etc.*

**How have you advanced your career and what do you consider to be your other significant achievements?**

*Briefly describe your career history, including promotions, project work, main responsibilities and examination success, as well as any specific challenges you have overcome.*

**If applicable, describe how you have acted as a mentor and role model for your colleagues or peers.**

*Provide examples of where you have demonstrated support to your colleagues and led by example. Include examples of the activities you have undertaken.*

**How do you maintain your knowledge and industry understanding?**

*Detail steps you have taken to enhance and develop your knowledge. Include examples of how you are using your knowledge to support your business.*

**Have you achieved anything outside of your business role which you feel supports your application?**

*Include details of any community or volunteer work that you are undertaking or professional organisations that you are taking an active role in.*

**In no more than 200 words, why do you think you deserve to be our Young Achiever of the Year?**

*This is an opportunity to sell your achievements to the judging panel and tell us why you deserve to be our Next Generation High Achiever of the Year.*

**Completed by:**

**Candidate's Name:**

**Signed:**

**Dated:**

**Countersigned by:**

**Supporting Manager Name:**

**Signed:**

**Dated:**