

## **The Insurance Institute of Cardiff Young Achiever Award 2017**

### **Entry Criteria**

- Applicants must have been employed by their current employer for a minimum of twelve months.
- For applicants to be considered for the Young Achiever Award they will have demonstrated evidence of professional behaviour and achievements that have exceeded the remit of their role and/or the expectations of their employer.
- Nominees must be aged 35 or under on 17<sup>th</sup> March 2017,
- Employers of the nominees must be based within the Cardiff local institute area.
- Nominees do not need to be existing CII members.

### **Selection/Assessment Process**

- Nominations must be submitted to [ruthesmith25@hotmail.co.uk](mailto:ruthesmith25@hotmail.co.uk) on the official nomination form as issued by the Insurance Institute of Cardiff.
- Supplementary information provided as part of any nomination will not be considered by the judging panel.
- All nominations will be judged by a panel nominated by the Insurance Institute of Cardiff.
- The decision of the panel is final.

### **Additional Notes & Timescales**

- Nominations must be received by the closing date of **midnight Friday 9th December 2016.**
- Shortlisted candidates will be invited to an informal interview with the judging panel on Thursday 9<sup>th</sup> February 2017 – please ensure you can be available on this day. You will be notified if you have been shortlisted by Friday 13<sup>th</sup> January 2017 – time and venue to be confirmed at this point.
- Candidates that are shortlisted as finalists for the award (following interviews) will be invited to attend the Insurance Institute of Cardiff Annual Dinner at City Hall, Cardiff on Friday 17<sup>th</sup> March 2017.