

# NZPPA Awards 2009

## **ENTRY TEMPLATE FOR NZPPA PAYROLL PRACTITIONER OR PAYROLL TEAM OF THE YEAR**

The purpose of this Entry Template is to act as a guide to enter the NZPPA Awards.

You may wish to vary the format as well as the suggested content within each of the sections. However as a minimum you must answer the below entry criteria. Maximum document length should be no longer than 8 pages.

Good luck with your entry in the 2009 NZPPA Awards.

## **ENTRY CRITERIA FOR THE NZPPA PAYROLL PRACTITIONER OR PAYROLL TEAM OF THE YEAR AWARD**

*[Note: all three to have equal weighting during judging]*

1. Provide documentary evidence that the person or team being nominated has (either for an organisation, a number of organisations, or the Payroll Profession generally) significantly influenced the development of payroll strategies, policies and practice's
2. Provide documentary evidence that the person or team being nominated has (either for an organisation, a number of organisations, or the Payroll Profession generally) enhanced the image and standing of people management practices and their importance to organisations.
3. Referees: The names, occupations and current contact details of two referees are to be provided, one of which is to be the nominee's current employer (CEO or Payroll Manager or Client) unless there is good reason for that person not to be a referee.

The documents in parts (1) and (2) above to comprise a maximum of nine pages of typed text, and may have appendices attached.

Applicants must also submit:

- Current Curriculum Vitae
- Current Position Description (or similar document)
- Completed Nomination Form

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## NOMINATION FORM FOR NZPPA PAYROLL PRACTITIONER OR PAYROLL TEAM OF THE YEAR

### AGREEMENT TO NOMINATION FOR ENTRY INTO THE NZPPA PAYROLL PRACTITIONER OR PAYROLL TEAM OF THE YEAR AWARD

**I/We**, agree to being entered into the NZPPA Payroll Practitioner or Payroll Team of the Year Award. **I/We** understand that, should **I/We** win this award, **I/We** will be expected to be an ambassador for the Payroll Profession in general and NZPPA in particular. Should **I/We** receive an award **I/We** also agree to allow parts of my/our submission to be published in NZPPA website and publications.

**I/We** also agree to be available for publicity purposes. This submission is a true and accurate record of my work.

**Nominee Name/s:**

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**Signed:**

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### Statement by the nominee's Senior Manager, Payroll Manager or Client:

I understand that the nominee is required to have met the criteria outlined below and I fully support the nomination because I believe the nominee is an appropriate person to be entered for these awards and meets the below criteria.

### Criteria:

1. The documentary evidence provided of the person or team being nominated has (either for an organisation, a number of organisations, or the Payroll Profession generally) significantly influenced the development of payroll strategies, policies and practices.
2. The documentary evidence provided of the person or team being nominated has (either for an organisation, a number of organisations, or the Payroll Profession generally) enhanced the image and standing of people management practices and their importance to organisations.

**Managers Name:**

**Position:**

**Signed:**

**Date:**