

**Outstanding**

**Site Supervisor**

***Two - $1000 cash awards available – 1 for Companies with more than 25 employees, and 1 for Companies with less than 25 employees***

Please complete this nomination form and ensure that all areas are complete, and you have provided the following:

* Completed nomination form (make sure you have answered all the questions)
* Company logo in digital format

Optional Information: Include a letter of reference from the Nominee’s supervisor

**Nomination Deadline – February 22, 2019**

**Email to** [info@meritmb.com](mailto:info@meritmb.com) **or Fax to (204) 888-6204**

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| NOMINEE INFORMATION: |  |
| Nominee’s Name:Click or tap here to enter text. | Nominee’s Title:Click or tap here to enter text. |
| Employer:Click or tap here to enter text. | Length of Employment:Click or tap here to enter text. |
| NOMINATOR INFORMATION: |  |
| Nominator Name:Click or tap here to enter text. | Title:Click or tap here to enter text. |
| Company Name:Click or tap here to enter text. | Number of employees:Click or tap here to enter text. |
| Contact email:Click or tap here to enter text. | Contact Phone:Click or tap here to enter text. |

**Remember - the nominee will be evaluated based on the information you provide.** **Please provide as much detail as you can. The evaluators do not know your nominee, so it is up to you to “make them shine” “make them stand out” up against other candidates. Be specific when applicable. Add additional pages if needed. Please call our office if you’d like further information.**

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| **NOMINEE INFORMATION** |
| 1. **What is the #1 reason you have nominated this individual?**   Click or tap here to enter text.   1. **Supervisory skills** – provide a list of the projects the nominee has supervised during the last year and describe how the nominee contributed to the overall project. Was the project a success (ahead of schedule, under budget, etc), with the nominee being a contributing factor? Describe what sorts of things the nominee does that makes him/her a successful supervisor. Is he/she respected by others – sub trades, owners, other supervisors, employees?   Click or tap here to enter text.   1. **Management skills**: describe the nominee’s management style and what makes him/her a great supervisor. For example, are they organized; do they keep appropriate written records; what do they do to ensure the job progresses on schedule; do they manage their own and other’s time well? Resolves conflicts in a productive way?   Click or tap here to enter text. | |
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| 1. **Trade skills** – what technical qualifications does the nominee have? What are his/her technical strengths? Has he/she been formally recognized for their technical ability on site? Do others go to him/her for help and advice on how to do their jobs because of the strength demonstrated by the nominee?   Click or tap here to enter text.   1. **Safety** – provide information on the nominee’s safety record, training and how he/she promotes safety on the worksite.   Click or tap here to enter text. |
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| 1. **Continued Education** – what additional learning has the nominee undertaken in the past 3 years? Describe how it has assisted in his/her career development.   Click or tap here to enter text.   1. Please provide additional information relating to why you feel this nominee qualifies for this award. Remember, the selection committee does not know your nominee, so the more information you can provide the better!   Click or tap here to enter text. |
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