

NOMINATED COMPANY DETAILS

Please complete details of the organisation you wish to nominate for the Davidson Recruitment Award for Employer of Choice.

Name of nominated organisation	
Address of nominated organisation	
Contact number for nominated organisation	

Name of person making this nomination	
Contact number for nominated organisation	
Email Address of person making this nomination	

BACKGROUND BUSINESS INFORMATION

- 1. Date the business was established*
- 2. Are you a subsidiary or an affiliate of another organisation?*
- 3. If Yes, please give details of ownership*
- 4. Provide a brief description of your business in 500 words*

SELECTION CRITERIA

A nomination must address the following questions and must not exceed 500 words per question.

- 1. How have you demonstrated leadership in the professional and personal development of your staff? Describe these programs and report on the impacts they have had on key metrics, staff retention and overall business performance.***
- 2. Brisbane is regarded as a 'liveable' city – how do you assist your staff to manage their work/life balance and in what special actions have you taken to help create a 'liveable' workplace? (ie. special initiatives and leave arrangements)***
- 3. Please describe your company's framework for staff engagement. Specifically, provide details on any or all of the following:***
 - recruitment strategies to ensure cultural fit***
 - staff engagement with the brand***
 - how staff are rewarded and recognized***
 - any staff alumni programs***
- 4. How has your workplace responded to the Global Financial Crisis? Specifically, if you have made retrenchments, how have these been handled? How do you continue to create a positive culture within your business?***

5. Please provide some key HR metrics from your organization below:

	Actual			Projected
	Base Figure 2006/07	2007/08	2008/09	2009/10
Staff Turnover rate (%)				
Total number of employees				
Employee Referral Rate (% of new employees)				
Absenteeism				
Dollars spent on HR costs for every dollar of revenue generated (%)				
Improvement in workforce productivity (%)				

Background

Why is Employer of Choice a category at the Lord Mayor's Business Awards? Brisbane is the lifestyle capital of Australia – a new world city offering diverse and rewarding experiences. Employers of Choice in Brisbane play a crucial role in attracting and retaining young creative talent. Our 'liveable' city needs to translate into 'liveable' workplaces – so that people can take advantage of all that Brisbane has to offer, in all facets of their life.

Framework for answering questions

1. Describe the situation
2. Detail the specific action, or actions taken and articulate the intended goal this activity
3. Demonstrate how the action was communicated across the business to maximise engagement
4. Report on how the policy/activity has impacted the business (eg: %uptake by workforce, feedback from staff through surveys, HR metrics showing specific improvements)
5. Articulate if the goal or other unforeseen goals were achieved.

IMPORTANT INFORMATION

Applicants for the Davidson Recruitment award for Employer of Choice:

- Must currently operate in the Local Government Area of the City of Brisbane at the time of nomination, judging of the Awards and the Awards ceremony in 2009
- Must type their nomination forms;
- Post one original, plus four copies of the application (including any supporting material*) to the address below, as these require the signature of your company's chief executive officer or equivalent, as well as;
- Upload the nomination through the Lord Mayor's Business Award's website www.lmba.com.au (with or without signature).

All finalists are required to provide balance sheets and profit and loss accounts for past two financial years. The judges recognise this information is confidential.

Please complete the declaration below and address your nomination forms & any supporting information to:

By Courier:

Lord Mayor's Business Awards
c/o Brisbane Marketing
Level 12, 15 Adelaide St
Brisbane QLD 4000

By Post:

Lord Mayor's Business Awards
c/o Brisbane Marketing
PO Box 11260 George St
Brisbane QLD 4003

Nominations must be received by close of business, Friday 10 July 2009.

DECLARATION

(must be completed)

I, being the Chief Executive Officer (or equivalent) of (please insert company name);

- Warrant that the information provided is true and correct***
- State that the company nominated in this application complies with all Acts, Ordinances, regulations and by-laws, orders, awards, licences, permits, approvals and requirements of organisations having jurisdiction in the place where the business is being carried out.***
- Agree to the terms and conditions of entry provided at www.lmba.com.au/Contact/TermsaAndConditions.aspx***

Signed _____

Name & Company Position _____

Date _____

THANK YOU FOR YOUR NOMINATION

The Lord Mayor's Business Awards are an initiative of Invest Brisbane, the official inward investment agency for the city of Brisbane. Invest Brisbane is a division of Brisbane Marketing and is proudly supported by Brisbane City Council.

*Supporting information should not be used to extend your responses to questions past the stipulated maximum word limits