**Business Administrator or the year**

Women in Fire Safety Awards

This category is designed to recognise an Individual who has gone above and beyond supporting and engaging with different parts of an organisation. Interacting with internal or external stakeholders. This outstanding person holds the business together with their support, consistency, hard work and dedication.

You can submit up to two (2) supporting materials in the form of documents or videos. This can include third party references or press releases if you feel they will support the application.

Please note that any supporting evidence must have taken place since 1 January 2021.

To submit your entry please complete the below form.

|  |
| --- |
| NOMINATED INDIVIDUAL: |
| NOMINEES’S COMPANY: |
| NOMINEE’S CONTACT DETAILS (email & phone): |
| SUBMITTED BY: |
| SUBMITTER CONTACT DETAILS (email & phone): |

Please forward all entries via email to [info@womeninfiresafety.com](mailto:info@womeninfiresafety.com)

**Closing Date:** Friday 23rd June 2023 at 23:59

|  |  |  |
| --- | --- | --- |
|  | **Question and Comments** | Score 1 / 10  (WIFS use only) |
| 1. | Why has the above administrator been nominated for this award?  *Please summarise in no more than 250 words* |  |
| 2. | Examples of how the individual or has demonstrated and delivered astounding Support to help within the organisation.  *Please summarise in no more than 250 words* |  |
| 3. | Why does the individual deserve to win this award?  *Please provide an overview in no more than 150 words* |  |
|  | JUDGE COMMENTS (WIFS USE ONLY) | Total of 30 |

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**Closing Date:** Friday 1st July 2022 at 23:59