



**TODAY'S SKILLS: TOMORROW'S  
LEADERS SUMMARY SHEET**  
(To be attached to each nomination)

**Nominee's personal and contact details:**

|   |  |
|---|--|
| Salutation (Mr, Miss, Mrs)                                    |  |
| First Name  |  |
| Last Name   |  |
| Date of Birth   |  |
| Home Address  |  |
| Home phone number   |  |
| Mobile phone number   |  |
| Email   |  |
| Alternative Email   |  |
| Industry  |  |
| Qualification being undertaken:<br>eg Certificate ? in what ? |  |
| Expected<br>Apprenticeship/Traineeship<br>Completion date     |  |

**Background checklist:** Please ensure the following information is included in each nominee's application in as much detail as possible as we need to write detailed profiles on all participants. If there is not enough detail included in the application we will have to ask you to provide additional information.

**Education** - show the nominee's pathway through the education system and their major achievements

**Key achievements in their apprenticeship/traineeship on the job**

**Key achievements in their off the job training**

**Host & GTO references**

**Community involvement**

**Sporting achievements / interests**

**Group Training Organisations (GTO) contact details**

|                              |  |
|------------------------------|--|
| <b>GTO Name</b>              |  |
| <b>Contact person's name</b> |  |
| <b>Job title</b>             |  |
| <b>Address</b>               |  |
| <b>Phone number</b>          |  |
| <b>Mobile number</b>         |  |
| <b>Email</b>                 |  |

**Host Employer contact details**

|                                   |  |
|-----------------------------------|--|
| <b>Host employer organisation</b> |  |
| <b>Contact person's name</b>      |  |
| <b>Job title</b>                  |  |
| <b>Address</b>                    |  |
| <b>Phone number</b>               |  |
| <b>Mobile number</b>              |  |
| <b>Email</b>                      |  |

**GROUP TRAINING STATE ASSOCIATIONS**

Please forward this summary sheet and the actual nomination material for your nominee to GTAV by **6<sup>th</sup> May 2013:**

**Group Training Association of Victoria**

113 Drummond Street

Carlton South VIC 3053

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