

**Victorian Branch Awards**

**Lab Technician of the Year – INDUSTRY, UNIVERSITY or SCHOOL**

Submit the completed application to [raci-viccmt@raci.org.au](mailto:raci-viccmt@raci.org.au) by 10am on 26th September. Any questions about this or any other Award from the Victorian Branch can also be directed to this email account.

**Award Guidelines**

Every year the Victorian Branch of the RACI place a call for nominations from within its membership to apply for the annual Victorian RACI Awards. The Awards exist to celebrate outstanding contributions to the Victorian Chemistry community. The full list of Awards can be found on the RACI website.

**Key Dates:**

* Applications open: 18th August 2025
* Submissions must be received by: 10am 26th September
* Outcomes announced: November
* All award winners will be invited to attend the Awards Night of the Victorian Branch in late November (TBC) to receive their Award.

**The RACI is pleased to invite all Victorian Industry to nominate a Laboratory Technician for this award. Self‑nominations are also strongly encouraged!**

Please complete the application form below and return it as a Word or PDF file by the closing date. Ensure that the file name includes the applicant surname and the name of the Award (e.g. SMITH\_2023 TAFE technician award).

**Eligibility**

* Nominations can be made by a colleague of the applicant, or individuals may self-nominate.
* It is expected that the nominator will inform the nominee of their nomination
* Award applicants need to be a member of the RACI to qualify for the Award
* Nominators do not need to be RACI members
* Named applicant must be working in the nominated job title at the time of application submission
* Please adhere to the word limits identified in the assessment criteria.

**Application – Lab Technician of the Year (Industry, University or School)**

**APPLICANT DETAILS**

|  |  |
| --- | --- |
| Name |  |
| Workplace |  |
| Job Title |  |
| RACI membership number  (if known) |  |
| Nomination type | Self-nominating  Nominating by a colleague |
| E-mail address |  |
| Contact number |  |

**ASSESSMENT CRITERIA**

The application should reflect the nominee’s work in the following areas, providing examples where able. If a section is not relevant to the applicant, please type ‘N/A’ followed by a justification/explanation for the criteria to be excluded for the application.

1. Competency and efficiency in meeting the requirements set as a target. **250 words max.**

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1. Support of organisation’s peers by helping to provide suitable resources and/or helping them to solve various technical problems. **250 words max.**

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1. Application of the ongoing personal professional development of the nominee through attendance at conferences for laboratory technicians or chemistry and science training, and/or involvement with the wider profession through membership of networks or committees, to support and advise industry and organisation’s peers with regard to safety matters, new resources, new laboratory investigations and demonstrations, new laboratory equipment and new technologies. **250 words max**

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1. Support of organisation’s peers by assisting or managing extra-curricular activities. **250 words max**

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1. Contribution to the wider profession of laboratory technicians and managers. **250 words max**

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**REFEREES**

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| --- | --- |
| **Referee 1** | |
| **Name and title** |  |
| **E-mail** |  |
| **Phone number** |  |
| **Relationship to the nominee** |  |

|  |  |
| --- | --- |
| **Referee 2** | |
| **Name and title** |  |
| **E-mail** |  |
| **Phone number** |  |
| **Relationship to the nominee** |  |

***Note***: Details for two referees are required for those who self-nominate. For those nominating a colleague, include YOUR details for referee 1 and another suitable individual for referee 2.

**SIGNATURE OF APPLICANT/NOMINATOR**

I declare all information provided in this application is true to the best of my knowledge.

All individuals identified on this application (referees, and the named applicant) have given their consent to be named on this application.

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**Name Signature Date**