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| Grade 10 Professional Services Staff Review Nomination |
| **Guidance** |
| Please refer to the [guidance](https://uoe.sharepoint.com/sites/human-resources/pay-and-reward/SitePages/Grade-10-Salary-Review%281%29.aspx?web=1) on Grade 10 Staff Salaries. This form may be expanded up to a maximum of 4 pages. |
| **Section 1: Employee’s Details** |
| Employee Name: |       |
| Employee Number: |       |
| Job Title: |       |
| College/Professional Services Group: |       |
| School/Department: |       |
| Grade: |       |
| FTE Salary: |       | UoE Salary Point |       |
| **Section 2: Recommendation for Award** |
| Please tick if an increment or lump sum is to be awarded: **Increment** [ ] **Lump Sum** [ ] Nominations may be made for both an increment and a lump sum payment (£2,000). In this instance, please use one form but detail the reasons for increment and lump sum separately below.  |
| Is the employee aware they are being nominated for this award? (check box) | **Yes** [ ] **No** [ ]  |
| **Section 3: Recommendation by Head of College/Professional Services Group** Please complete relevant sections below with particular referencetohaving contributed towards a significant part in one (or more) of the four key areas of Strategy 2030. |
| **Influential leadership**      |
| **Leadership of innovation**      |
| **Impact**      |
| **Section 4: Head of College/Professional Services Group:** |
| **Signature:** Click or tap here to enter text. | **Date (dd/mm/yyyy):**       |