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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(1).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):** | | |