



THE CACIQUE AWARDS MANAGER OF THE YEAR NOMINATION FORM



Nomination Deadline: To be received by BHA no later than September 24th, 2010
NOMINATION FORMS ARE AVAILABLE AT www.bhahotels.com

“Recognizing and Honouring the Sector’s Finest Performers!”** The Cacique Awards has been established to recognize outstanding contributions to the hotel and tourism sector in The Bahamas. In choosing the winner, the selection committee will be guided by the information provided. Please provide us with very specific information. Nominees should be chosen for their consistent performance over a sustained period of time. **The decision of the judges will be final.

Only **Operator Members** of the Bahamas Hotel Association are eligible to submit nominations. **Allied members**, while not eligible to nominate, **are encouraged to recommend to a hotel General Manager or Human Resources Director, an outstanding employee, manager or chef** which the hotel should consider nominating. Completed nomination forms, together with testimonial letters, two 3 x 5 studio-quality photographs, showing the nominee in normal hotel (uniform) or professional attire, and a resume are to be submitted to:

The Bahamas Hotel Association
Hotel Centre, Societe Generale Building (formerly SG Hambros Building), Rear Entrance
West Bay Street, Nassau, N.P., The Bahamas

PLEASE TYPE OR PRINT LEGIBLY

NOMINEE'S NAME:	
HOTEL/ORGANIZATION:	
JOB TITLE OF NOMINEE:	
DEPARTMENT:	
NOMINEES DATE OF BIRTH:	
NOMINEE'S NATIONALITY:	

ACTIVITIES

1. Demonstrated achievement in management of hotel operations, including:

- i. Operational Matters (e.g. financial, front desk operations, reservations, housekeeping, repair and maintenance, etc)

ii. Food & Beverage Management (e.g. cost control, menu planning, use of Bahamian food products. restaurant decor and theme planning, etc.)

iii. Marketing (e.g. sales promotion, advertising, public relations, printed materials, etc.)

iv. Building and Grounds (e.g. innovation in improving visual appeal of property and facilities. Maintenance innovations of facilities, etc.).

- v. Staff Training and Motivation (e.g. procedures/programmes undertaken to improve professional level of staff, incentive programmes, etc.).

- 2. Demonstrated commitment to community affairs and the promotion of local hospitality and tourism industry.

- 3. Demonstrated commitment to national affairs and participation in BHA activities.

- 5. **EMPLOYMENT HISTORY:** Please give details of your nominee's employment history including the following information:

1. Date of employment: _____

2. Length of service in present position: _____

3. Main responsibility of present position _____

In addition to the above, please provide the following information:

PAST EMPLOYMENT HISTORY		
Position	Company	Date

Please provide the qualifications obtained by your nominee, the institution granting the qualification and the date obtained

PRINCIPAL ACADEMIC QUALIFICATIONS		
Qualification	Institution	Date

5. Membership in civic, fraternal, professional organizations, or allied industry associations.

6. Hobbies and Leisure Activities: Please give any known details of your nominee's interest and activities as they are expressed in arts, crafts and leisure activities.

Note: Additional comments or testimonials may be attached to this nomination.

Nomination submitted by:

NAME: _____ **TITLE:** _____

HOTEL/ORGANIZATION: _____

TELEPHONE: _____

Signature of Chief Executive

Date

Signature of Nominator

Date