

**The Irish Hotels Federation**

**Quality Employer Awards 2017**

**Entry Form**

Please complete the entry form and return it to Nuala McLoughlin at the Irish Hotels Federation.

You may enter via email or post. The deadline for entering is Friday, 3rd February 2017

**EMAIL:** Scan the completed and signed form and email it to mcloughlin@ihf.ie

**POST:** Nuala McLoughlin, Irish Hotels Federation, 13 Northbrook Rd, Dublin 6.

Please note, responses must be typed. Handwritten entries will not be accepted.

These awards recognize hotels and guesthouses that excel in recruitment and selection, employee engagement, career development & progression, innovation and achievements in Human Resource Management.

**Contact Details**

|  |  |
| --- | --- |
| **Premises Name** |  |
| **General Manager** |  |
| **Title** |  |
| **HR Manager** |  |
| **Training Manager** |  |
| **Address**  |  |
| **Tel** |  |
| **Email** |  |

**Awards Categories**

**Choose from the following categories**

|  |  |
| --- | --- |
| **A** | Small |
| **B** | Medium |
| **C** | Intermediate |
| **D** | Large |
| **Please note that the above categories may be changed by discretion the judging panel.** |
| **Category entered** |  |

**Please answer the following questions in the boxes provided.**

**The response to each question should not exceed 200 words.**

|  |
| --- |
| **Describe any specific innovations and strategies you have developed and implemented in the area of employee recruitment, motivation, employee surveys & engagement.**  |
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| **How do you ensure that your HR strategy has maximum impact on individual, team and company performance*?*** |
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|  **Outline in detail how the HR strategy has benefited retention, productivity and any other relevant areas.**  |
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| **Describe any success stories related to employees at all levels (management, HODs, Supervisors & Craft employees).** |
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|  **Highlight any additional information which you feel is relevant to your application*.*** |
|  |

|  |  |
| --- | --- |
| **Signature of IHF Applicant** | Please print your name here |
|  |  |
| **Signature of General Manager / Proprietor** |  |
|  |  |

**Both signatures, where appropriate must be completed prior to submission**

The Irish Hotels Federation and the Quality Employer Awards Jury will hold all information submitted on this entry form in the strictest confidence. If you have any queries about the Awards or this entry form please contact Nuala McLoughlin, Irish Hotels Federation, T: 01 497 6459 | E: mcloughlin@ihf.ie