**APPLICATION FORM**

**FOR PMA –YOUNG PROJECT MANAGER AWARD (YPMA) OF THE YEAR 2023**

Please refer to the PMA – YPMA Guidelines / Details in [www.pma-india.org](http://www.pma-india.org) before filling in the application form. (Applicant should be below 35 years of age as on 1.1.2023)

Date of Application:

**Section 1 General Information of the Applicant**

|  |  |  |
| --- | --- | --- |
| NAME : | | |
| DATE OF BIRTH : | | |
| PHONE |  | E-MAIL |
| CITY |  | COUNTRY |
|  |  |  |
| NAME OF COMPANY / EMPLOYER | | |
|  |  |  |
| NAME AND CONTACT DETAILS OF THE OFFICER TO WHOM THE APPLICANT REPORTS: | | |
| PHONE |  | E-MAIL |
|  |  |  |
| NAME AND CONTACT DETAILS OF THE PROJECT OWNER / CLIENT REPRESENTATIVE | | |
| PHONE |  | E-MAIL |
|  |  |  |
| Name of the Project executed by the Applicant | | |
| Brief Description and details of the Project |  |  |
| Signature of the Applicant |  |  |
| Signature of the Company CEO / MD / Director |  |  |

# Section 2 Introduction of the Individual

Prepare an introduction of **not more than 100 words** of the applicant (including performance, project outcomes, and project responsibilities). This summary will only be used in any audio-visual presentation compiled by PMA for the Awards programme.

# Section 3 Curriculum Vitae

In this section provide a Curriculum Vitae (this can be an attached document) or detailed summary of the applicant Project Manager (**no more than 500 words**), to sufficiently summarise relevant educational and work background, including programme(s) / project(s) undertaken, and any other relevant information.

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# Section 4 Project Context

In order to provide the context in which the applicant Project Manager is / was working, provide a brief outline of the programme / project that is referenced in the narratives in section 5, including purpose, outcomes, and description of what made this project challenging, innovative or complex (**not more than 500 words**).

If you need to describe narratives from more than one project or programme, please provide information from all projects / programmes addressed in the narratives.

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# Section 5 Performance Narratives

The narratives should reflect the project management performance of the applicant in achieving or exceeding desired project outcomes through the application of best practices and the demonstration of outstanding achievement and innovation. Submissions are to address **FIVE DIFFERENT competences** from the ICB4.

**Narratives should be in STAR format** (that is: a short description of a specific situation / problem / challenge, of his or her Task, of his or her Actions to resolve the situation / problem / challenge and of the Result(s) of the Actions. Each Performance narrative may describe one or more STARs).

Describe in each Performance narrative how the applicant exhibited excellence and / or innovation in his/her management of the programme / project, and describe how this benefited the achievement of the desired outcomes of the programme / project.

Provide a description of the management competencies/strategies employed and how they were applied within the programme / project lifecycle.

Evidence to support the narrative should be included in the form of supporting project documentation. Evidence to support each of the Performance narratives should take the form of referee comments by the applicant’s (your) supervisor or the project owner / client. Referee comments should include the referee’s name and contact details. Evidence in the form of supporting project documentation may also be included

Few words on what is the significant contribution and / or special achievement of the project that supports the applicant’s application for Young Project Manager Award 2019..

The above information should be provided in not more than 1000 words.