**A – Supporting documents–** The following shall be attached as applicable for the post applied for

|  |  |  |  |
| --- | --- | --- | --- |
|  | Curriculum vitae |  | Copies of licences and certificates |

**b – Organisation and nominee details**

|  |  |  |
| --- | --- | --- |
| Organisation name and reference No. | | Full name of Nominee |
|  | |  |
| Licence Number of Nominee (if applicable) | | Level of employment (percentage) |
|  | |  |
| Direct phone number at work for Nominee | Mobile phone number for Nominee | E-mail address for Nominee at employers domain |
|  |  |  |

**c – Position for which nomination is being made**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Accountable Manager |  | Compliance Manager |  | Safety Manager |
|  | NP Flight Operations |  | NP Crew Training |  | Ground Operations |
|  | Head of Training |  | Chief Flight Instructor |  | Chief Theoretical Knowledge Instructor |
|  | Deputy(state post) |  | Other(specify) | | |

**d – Qualifications relevant to position applied for** (attach CV)

|  |
| --- |
|  |

**e – Experience relevant to position applied for** (see guidance note below)

|  |
| --- |
|  |

**f – Guidance note**

|  |
| --- |
| The following information should be attached in respect of experience as applicable for the post applied for:   * Total flying hours * Types/Classes flown * Total Instructional hours * Details of other post approved by ICETRA * Breakdown of instructional experience * CV detailing management experience |

**g – Signature**

|  |  |
| --- | --- |
| Applicant Signature and date (dd/mm/yyyy) | Accountable Manager Signature and date(dd/mm/yyyy)\* |
|  |  |

\*In case of nomination of AM, the form shall be signed by chairman of the board

**h – ICETRA USE Only**

|  |  |
| --- | --- |
| Name of authorised ICETRA staff member accepting this person | Signature and date |
|  |  |

**Note: Once authorised a copy of the completed form must be returned to organisation**