

ELECTRICAL INDUSTRY
EXCELLENCE AWARDS

Submission guide



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About Master Electricians Australia

Master Electricians Australia (MEA) has been and continues to be a well-respected company that provides support, assistance and information to the industry about the latest news, legislation, equipment, products and guidelines in the industry.

With more than 80 years of experience, we pride ourselves on professionalism and helping sparkies get the job done.

Our brand is recognised as being associated with the best in the industry while providing members with support and information. This includes seminars on starting your business, advice on products, tools and regulated guidelines, as well as field staff and in-house experts who are there to support electrical contractors across Australia with their safety concerns.

Awards overview

2024 marks the 10th annual Master Electrician's Australia (MEA) Electrical Industry Excellence Awards. Over the past decade the awards have grown and expanded to the annual awards they are today.

The awards are held simultaneously across Australia connecting electricians, apprentices, and administration staff from Tasmania, Queensland, New South Wales, Victoria, South Australia, Western Australia and the Northern Territory.

MEA aims to bring the industry together for one night while taking a moment to celebrate and commend the groundbreaking work being done across the nation.

In recent years, the awards have changed to incorporate the Clean Energy of the Year Award and Women in Contracting Award which aims to recognise the challenging work done by those in the background making sure the lights stay on.

It is an honour for MEA to continue to strive and grow the awards to showcase the very best in our industry.

Key dates

- Nominations **close on Monday, April 29.**
- Judging **May and July.**
- Finalists announced **July, 2024.**
- Awards night **Saturday, August 3, 2024.**



Step-by-step guide

Follow these easy steps to complete your nomination today and don't forget nominations close on **Monday, April 29 at 11.59pm (EST)**.

Each state or territory has 10 awards available to fit all categories. We encourage all nominees to enter more than one category.

State winners of each category are automatically entered into the National Awards.

Please follow the below 6 steps to complete your nominations.

- Step 1** - Simply create a login via our event registration form, available here (masterelectricians.com.au/excellence-awards).
- Step 2** - Before submitting your nomination, make sure you have obtained your client's permission to share project information and images. This will greatly support your nomination in the Excellence Awards.
- Step 3** - Take some time to review the submission questions. It's a good idea to gather all the necessary information, project details, and images beforehand. For larger categories, you can even save your progress and return to it later. But we highly recommend doing some initial work upfront to make the process smoother.
- Step 4** - Now's the time to get cracking with your submission! The entry process is straightforward and involves answering a series of mandatory, and optional questions and uploading supporting documentation. The time required to complete each category varies, ranging anywhere from 5 to 15 minutes, depending on the category.
- Step 5** - Once you're satisfied with your nomination, simply submit it.
- Step 6** - Depending on the category, the next exciting phase of the process may involve a skills challenge (for Apprentice and Electrician categories) or an official judging panel interview with industry experts. Finalists will be announced in July.

If you have any questions on the entry process, please contact us by email: events@mea.asn.au or phone 1300 889 198.



Award categories for each State and National Awards:

| | | | | | |
|---|---|---|----|--|--------------------------------------|
| 1 |  | Master Electrician of the Year | 6 |  | Project of the Year (Less than \$1M) |
| 2 |  | Electrician of the Year (Tradie) | 7 |  | Project of the Year (More than \$1M) |
| 3 |  | Apprentice of the Year (1st & 2nd Year) | 8 |  | Service Business of the Year |
| 4 |  | Apprentice of the Year (3rd & 4th Year) | 9 |  | Clean Energy Project of the Year |
| 5 |  | Women in Contracting Award | 10 |  | Emerging Business of the Year |

Snap shot criteria and examples for each award category

Master Electrician of the Year

The Master Electrician of the Year Award is presented to the business at the top of their field. It celebrates a company that has displayed exceptional business acumen, a commitment to professionalism, quality, people, safety and business operations. **Note: This category is exclusive to Master Electricians only.**

Business bio questions (a summary of this content will be included in the Awards Program)

Please provide a brief history of the organisation, highlighting any major milestones, projects, growth phases or achievements?

Example: Smith's Electrical was established in 2000 and has grown to be a well-respected organisation that provides XYZ. We have tackled project X which was challenging but rewarding because XYZ.

Business overview

What products and services does the company offer? Can you please provide a list of the main offerings?

Example: Smith's Electrical offers predominantly residential electrical work, which includes a 24/7 emergency call out service. Other services include: XYZ

How do you differentiate your business from competitors (marketing)?

Example:

- Offer unbeatable customer service.
- Tailor to a niche market.
- Add a personal touch to marketing, purchasing and support.
- Use price as a distinguishing factor.
- Give your customers options to customise their experience.
- Be socially responsible.
- Advertise.

Health, safety, environment and quality management

How does your business demonstrate its commitment to its safety management system?

Note: there are various ways businesses can display their commitment to WHS, including visual demonstrations of policy adherence, personal initiatives by managers, recognition of contributions to WHS, and the resolution of conflicts between WHS priorities and other business objectives. Whether this is through training, one on one training.

Example: Smith's Electrical creates a safe WHS environment through onboarding, regular training sessions, and business policy.

Leadership and management

Industry leadership and involvement. This can be services you provide to the industry such as industry involvement, events attended, and leadership roles within industry.

In the last 12 months Smith's Electrical has attended working at heights training, CPR training and a seminar on the latest smoke alarm requirements.

Photos

Optional - upload company logo.

Please note this request is optional. However, if you choose to do so, please choose files that are of high quality and suitable for printing, such as EPS, SVG, or PNG.

Optional - upload company brand image, or a recent project you're proud of.

Please note this request is optional only, but if supplying images, aim for a file that is a minimum 2MB or has a minimum 2000 pixels on shortest edge.





Electrician of the Year (Tradie)

Are you the 2024 Electrician of the Year? This award is presented to a tradie who is outstanding at their job and takes into consideration technical skills, attitude, safety, knowledge, and has a drive to upskill.

The judges will be looking for contractor references, technical aptitude, skills, and experience.

Bio questions *(a summary of this content will be included in the Awards Program)*

What specific areas of the electrical trade does the electrician possess specialised expertise?

Example: Mr Smith specialises in solar and battery installation. Or, Mr Smith oversaw and managed a team of 8 sparkies during the installation of a school solar system.

What aspects of the work does the Electrician find most fulfilling?

Example: The completion of a job well done, and customer satisfaction is what Mr Smith strives to achieve in each job. He finds this the most fulfilling because...

Mr Smith likes learning new skills and implementing those in the field because of XYZ.

What are the long-term career aspirations of the electrician?

Example: In the future, Mr Smith would like to expand his knowledge in solar to be able to accomplish larger scale jobs such as...

Employer reference, will need to be provided at the time of judging

Employer reference – not applicable if self-employed

How do you currently manage safety within your role?

Example: I currently manage safety through training, onboarding, and company policy.

Photos

Optional - upload a headshot.

Please note this request is optional only, but if supplying a headshot of the nominated electrician aim for a file that is a minimum 2MB or has a minimum 2000 pixels on shortest edge.



Apprentice of the Year (1st & 2nd Year)

To be eligible for Apprentice of the Year (1 - 2 years) you/the apprentice must be in the first or second year of the electrical field.

Judges are looking for someone who excels and goes above and beyond in learning their trade and has the drive to be a shining example for other apprentices.

When completing the written submission, take into consideration technical skills, education aptitude, workplace contributions, health and safety compliance.

Bio questions (a summary of this content will be included in the Awards Program)

Describe what inspired your/the apprentice's pursuit of the electrical trade.

Example: Apprentice Bob was inspired to enter the electrical trade because of XYZ.

Share a notable project or task that showcased your/the apprentice's skills, or describe a mentorship experience that significantly influenced growth as an apprentice.

Example: Bob showed great initiative during project X. He/she did this by being safety conscious, continuing to ask questions, and going over the project details thoroughly.

What personal qualities or attributes do you/the apprentice believe contributed to being a successful apprentice?

Example: Bob is always early for work and put in the hard work while on site. His/her studies are improving and being completed on time. He/she is working hard to master their trade.

Photos

Optional - upload a headshot.

Please note this request is optional only; but if supplying a headshot of the nominated apprentice, aim for a file that is a minimum 2MB or has a minimum 2000 pixels on shortest edge.





Apprentice of the Year (3rd & 4th Year)

To be eligible for Apprentice of the Year (3 – 4 years) you/the apprentice must be in the third or fourth year of the electrical field.

This award seeks to recognise an apprentice that is well-rounded and on their way up in the industry. Taking into consideration skills, workplace contributions, willingness to learn, safety compliance and attitude on the job site.

Bio questions *(a summary of this content will be included in the Awards Program)*

Describe what inspired your/the apprentice's pursuit of the electrical trade.

Example: Apprentice Bob was inspired to enter the electrical trade because of XYZ.

Share a notable project or task that showcased your/the apprentice's skills, or describe a mentorship experience that significantly influenced growth as an apprentice.

Example: Bob showed great initiative during project X. He/she did this by being safety conscious, continuing to ask questions, and going over the project details thoroughly.

What personal qualities or attributes do you/the apprentice believe contributed to being a successful apprentice?

Example: Bob is always early for work and put in the hard work while on site. His/her studies are improving and being completed on time. He/she is working hard to master their trade.

Photos

Optional - upload a headshot.

Please note this request is optional only, but if supplying a headshot of the nominated apprentice, aim for a file that is a minimum 2MB or has a minimum 2000 pixels on shortest edge.



Women in Contracting Award

The Women in Contracting Award is a category designed to recognise exceptional women who have made significant contributions to the electrical contracting industry. These women play a vital role in their organisation, and show dedication, passion and drive. When applying, take into consideration business contribution, professional development, and managing challenges.

Keep in mind this award is intended for individuals in non-technical roles within the electrical industry as this award is for those women who work behind the scenes managing, promoting, and developing the company.

Bio questions (a summary of this content will be included in the Awards Program)

Describe how the career journey of the nominated party began, and any pivotal moments that led to the current professional position?

Example: Jane came to Smith's Electrical two years ago after applying to the job for XX reasons. She has a certificate in business and accounting which made her stand out above other applicants.

Highlight some significant milestones or achievements in your career so far.

Example: Jane has now celebrated 4 years with Smith's Electrical. During these 4 years she has helped execute Project X so that it could be completed on time, and implemented new procedures which allows for better workflow.

Describe how you/the nominated party have contributed to the business success.

Example: Since coming on board, Jane has implemented XYZ procedures which has cut manual labour time for accounts in half.

Photos

Optional - upload a headshot.

Please note this request is optional only; but if supplying a headshot of the nominated applicant, aim for a file that is a minimum 2MB or has a minimum 2000 pixels on shortest edge.





Project of the Year (Less than \$1M)

This category is tailored for projects, less than \$1million, that exhibit a profound dedication to expertise and a strong commitment to safety.

It aims to acknowledge exceptional accomplishments in various aspects of a project, including culture, innovation, technical expertise, employee development, and industry involvement. When answering questions take into consideration project budget (electrical spend only), design and innovation, project and HSEQ management, business/financial management and timing/profitability/customer feedback.

Project overview (a summary of this content will be included in the Awards Program)

What were the goals of the project?

Example: The goal of project X was to install lights in the shopping centre.

What was your business engaged to deliver?

Example: Install lighting and updated electrical wiring.

What design and innovation elements did you implement and what results did these deliver to the customer?

Example: Smith's Electrical created a new digital platform that streamlined communication between all trades, the customer and Smith's Electrical to create seamless progress throughout the project.

Overall value of the project (electrical spend only)

Scope of work performed (e.g. Upgrade or construction of building)

Health, safety, environment and quality management

How did you demonstrate and promote your business commitment to its safety management system during the project?

Examples:

- Lead by example.
- We build health and safety into our business plan.
- Training.
- Check in with staff regularly to ensure they are confident in all health and safety regulations.

Photos

Upload a series of photos of the project.

These photos will be used for Awards Presentation and in the Awards Program. Option for uploading multiple files. (Jpeg, PNG, file size minimum 1MB / Minimum dimensions 2000pixels on smallest edge).



Project of the Year (More than \$1M)

This category is tailored for larger industrial or commercial projects, over \$1million in budget, that exhibit a profound dedication to expertise and a strong commitment to safety. It aims to acknowledge exceptional accomplishments in various aspects of a project, including culture, innovation, technical expertise, employee development, and industry involvement.

Judges will assess projects on their budget (electrical spend only), design and innovation, project and HSEQ management, people, business/financial management and timing/profitability/customer feedback.

Project overview (a summary of this content will be included in the Awards Program)

What were the goals of the project?

Example: The goal of project X was to install lights in the shopping centre.

What was your business engaged to deliver?

Example: Install lighting and updated electrical wiring.

What design and innovation elements did you implement and what results did these deliver to the customer?

Example: Smith's Electrical created a new digital platform that streamlined communication between all trades, the customer and Smith's Electrical to create seamless progress throughout the project.

Overall value of the project (electrical spend only)

Scope of work performed (e.g. Upgrade or construction of building)

Health, safety, environment and quality management

How did you demonstrate and promote your business commitment to its safety management system during the project?

Examples:

- Lead by example.
- We build health and safety into our business plan.
- Training.
- Check in with staff regularly to ensure they are confident in all health and safety regulations.

Photos

Upload a series of photos of the project.

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Service Business of the Year

The Service Business Award is specifically created for electrical contractors who specialise in service and maintenance work. These contractors demonstrate exceptional dedication to customer satisfaction, deliver top-notch workmanship, and maintain efficient operational processes.

When filling out the criteria section take into consideration marketing strategy, efficient operational processes and procedures, safety management system and customer feedback.

Business bio (a summary - these details will be printed in the Awards Program)

What sets your service-oriented approach apart in the electrical industry?

Examples:

- Offer exceptional customer services.
- Use social media to stand out.
- Use unique selling propositions.
- Create a strong brand identity.
- Build a strong online presence.
- Reward customer loyalty.
- Continuously getting great outcomes.

What services do you offer?

Examples:

- Solar.
- New build wiring.
- Hydro electricity.
- Battery installation.
- Air conditioning installation.

Business profile

Business overview (e.g. further detail on services offered, business size, location, etc.)

How does the business differentiate itself from competitors (product offering, marketing message etc)

How do you know your customers are happy with your work?

Example: Google reviews, customer testimonials, referrals etc). Please upload evidence.

Health, safety, environment and quality management

How do you demonstrate and promote your business commitment to its safety management system?

Examples:

- Being honest and open about health and safety.
- Having an annual plan and a longer-term vision for safety.
- Investing in health and safety, time, money and resources.
- Making health and safety a topic of everyday conversation.
- Setting clear expectations and encouraging accountability.

Photos

Optional - upload company logo.

Please note this request is optional. However, if you choose to do so, please choose files that are of high quality and suitable for printing, such as EPS, SVG, or PNG.



Clean Energy Project Award

Clean energy is an industry sector that is experiencing rapid growth and transformation. This category aims to showcase contracting businesses who have undertaken remarkable initiatives to leverage the potential of renewable energy sources, such as solar, hydro, and electric vehicles.

Judges will be taking into consideration design and innovation, project and HSEQ management, environment impact, people management and business/financial management.

Project overview *(a summary of this content will be included in the Awards Program)*

Please provide a brief background of the project and the customer objective/brief.

Example: Project X was about increasing power efficiency while reducing the carbon footprint. The customer wanted to achieve XYZ and this was achieved by XYZ.

What goals did you set out to achieve with this project?

Example: We aimed to achieve minimal disruption for the customer and associated business in the area by doing XYZ.

Describe any elements or technologies used in your clean energy project?

Examples:

- Programs
- Services

What was the end result for the customer?

Project Details

Provide details of any outstanding achievements within the project, with a particular focus on the clean energy efficiency components.

Business overview (please provide an overview of your business, including the services offered, business size and location).

Example: Smith's Electrical is an electrical business that does everything from installing a power point, rewiring your house, wiring new builds, installing solar, and batteries. We are a small team of two electricians and one administration officer in Atherton and we strive to deliver top quality electrical services.

Health, safety, environment and quality management

How did you demonstrate your commitment to safety management throughout the duration of this project?

Examples:

- Track key performance indicators (KPIs).
- Hold regular team meetings.
- Improve internal communications.
- Give clear instruction.

Photos

Upload a series of photos of the project.

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Emerging Business Award

The Emerging Business of the Year Award recognises and celebrates the impressive achievements and rapid growth of a contracting business in their early years, particularly those operating for less than seven years. We will be looking for innovative approaches to projects, growth in the industry, customer base, turnover/revenue, number of staff and systems and processes.

Business bio (a summary of this content will be included in the Awards Program)

What are your business achievements?

Example: Here at Smith's Electrical we have achieved our project goal for 2023/2024 which was to do 50 more jobs than we did in the last financial year.

Example: Our team are well trained. As a business we take one day a month as a training day to ensure that we are at the forefront of the electrical industry.

Structure of employees from business launch to present day.

For example, number of apprentices, workers, supervisors, and administration staff.

Example: Smith's Electrical was established in 2010 in North Brisbane but has since expanded to service the Brisbane and greater region and more recently to the Gold Coast.

Business challenges and obstacles, including outcomes and solutions

Health, safety, environment and quality management

How does your business demonstrate its commitment to its safety management system?

Examples:

- Lead by example.
- We build health and safety into our business plan.
- Training.
- Check in with staff regularly to ensure they are confident in all health and safety regulations.

Leadership & Management

Provide an overview of the business leadership, management and culture.

Example: Smith's Electrical prides itself on training staff and leading by example. Business owners and managers work each day to strive to be exemplary examples for all staff.

Photos

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