



## PAYROLL PROFESSIONAL OF THE YEAR – ALAMO CHAPTER APA

Effective 2018, the **Payroll Professional of the Year – Alamo Chapter APA (PPY)** will be awarded annually to honor a San Antonio area payroll professional who has shown their contributions and dedication to the payroll industry and our Chapter.

### PPY AWARD

In addition to the PPY trophy, the PPY recipient will receive a **FREE** full conference registration for the 30<sup>th</sup> Annual Texas Payroll Conference (TPC) to be held at the Hyatt Regency Hill Country Resort & Spa, TX, September 11-14, 2019. Travel expenses to TPC are the sole responsibility of the PPY recipient. Conference registration will be completed and paid by the ACAPA Treasurer, but class selections will be made by the recipient separately and coordinated with TPC after the selection and announcement.

### PPY AWARD RECIPIENT

The recipient **MUST** be an active member in "good standing" of the ACAPA, have 3 years or more of payroll or related experience and have obtained their CPP designation. Current members of the ACAPA Board of Directors are ineligible to apply.

### PPY APPLICATION

An application for the PPY award must be submitted electronically no later than deadline stated on the application. Applications submitted after this date will not be considered. The PPY application may be submitted by the individual nominee or by a third party on behalf of the nominee.

*The following items must be submitted to be considered for the PPY award:*

1. A completed application form due by **May 31, 2019**.
2. A completed questionnaire as shown on the application.
3. Two original, signed professional letters of recommendation.

Applications should be submitted to ACAPA no later than the stated deadline. If you are interested in the Payroll Professional of the Year (PPY) Award, please download the application and submit the completed application to [President@apasanantonio.com](mailto:President@apasanantonio.com). Applications will be evaluated by Texas Chapter Presidents.

The winner of the PPY award will remain confidential until the formal public announcement at the July regular meeting.

Completed applications may be submitted via e-mail to: [President@apasanantonio.com](mailto:President@apasanantonio.com).  
Deadline for submission is **May 31, 2019**.

## **PPY – ALAMO CHAPTER APA APPLICATION**

Applicant's Name: \_\_\_\_\_

Company: \_\_\_\_\_

Current Job Title: \_\_\_\_\_

Work Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

### **Section I**

Please check all certifications that you currently have:

- ☐ FPC
- ☐ CPP (required)
- ☐ CPA
- ☐ PHR
- ☐ SPHR
- ☐ Other \_\_\_\_\_

Please indicate the number of years' experience in payroll:

- ☐ 3 years
- ☐ 4-5 years
- ☐ 6-10 years
- ☐ 11-15 years
- ☐ 16-20 years
- ☐ 20+ years

Summary of job responsibilities:

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## Section II

You may submit a separate document to answer the following questions.

1. Outline your involvement in a) local chapter, b) state level, and c) national level.
2. What has been your most significant contribution to the payroll profession and why?
3. How has payroll impacted your life or your career?
4. Outline any community service involvement during the last 5 years.
5. Describe what co-workers or friends would say about you personally and professionally.
6. What strengths do you have that would stand out as a nominee of the PPY - Alamo Chapter APA award?
7. What does the PPY – Alamo Chapter APA award mean to you?
8. Describe one of your greatest accomplishments.
9. Name the person who has most inspired or influenced you in your career and why?
10. In detail, describe your most challenging payroll experience, how you handled it and the results of your actions.

## Section III

Please provide contact information for your current supervisor or the person whom you would like contacted at your employment if you are selected as the *Payroll Professional of the Year – Alamo Chapter APA*.

Full Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

On behalf of the Alamo Chapter Board of Directors, we would like to thank you for all your efforts in support of the payroll profession and applaud the role you play in the profession we share.

Should you have any questions, please contact the ACAPA President listed below at:

[President@apasanantonio.com](mailto:President@apasanantonio.com).

Valery A. Noakes, CPP  
ACAPA President 2018-2019