

BIOGRAPHY FORM (TEAM MEMBERS WILL PREPARE AND SEND TO THE TEAM LEADER)

To: Team Leader

From: _____

Subject: Baldrige Biography

Current Employer (short description of current job and responsibilities):

Baldrige Award Process Experience (local/state and/or national level):

Work Experience Related to the Baldrige Categories:

Self-Rankings (Expertise) on Criteria Categories:

***Please rank your ability to evaluate applications in the following areas: 1 = best
(PLEASE USE NO NUMBER MORE THAN ONCE)***

_____ ***Leadership***

_____ ***Strategy***

_____ ***Customers***

_____ ***Measurement, Analysis, and Knowledge Management***

_____ ***Workforce***

_____ ***Operations***

_____ ***Results***

Background/Experience Relevant to the Applicant's Business/Sector:

Experience as a Scorebook Editor or Writer:

Personal Note (optional):

SAMPLE COMPLETED BIOGRAPHY FORM

To: Team Leader

From: Ann Smith

Subject: Baldrige Biography

Current Employer (short description of current job and responsibilities):

I currently work for XYZ Corporation as the director of strategic planning. I manage a staff of ten people who oversee the strategic planning process for our division. We assist department managers in identifying future needs and materials that align with the strategic objectives set by our parent organization.

Baldrige Award Process Experience (state/local and/or national level):

This is my third year as a national Baldrige examiner. I am also a judge in my state award program. At the national level, I have participated in the Consensus Review and Site Visit Review processes (for a health care applicant). As a judge at the state level, I have reviewed and recommended state award recipients from business, education, nonprofit, and health care organizations.

National Level:

Led categories 1 and 2

Backup for categories 3 and 4, items 7.2 and 7.5

Work Experience Related to the Baldrige Categories:

I have extensive experience in categories 2, 4, and 7 within my organization and formerly as a consultant in my own business.

Self-Rankings (Expertise) on Criteria Categories:

***Please rank your ability to evaluate applications in the following areas: 1 = best
(PLEASE USE NO NUMBER MORE THAN ONCE)***

4 ***Leadership***

1 ***Strategy***

7 ***Customers***

2 ***Measurement, Analysis, and Knowledge Management***

6 ***Workforce***

5 ***Operations***

3 ***Results***

Background/Experience Relevant to the Applicant's Business/Sector:

I have minimal experience directly related to the specific business, but I have a lot of experience in working with state government and nonprofit organizations.

Personal Note:

My husband and I are active in our church and community. We enjoy raising our two children, traveling, and gardening. I also volunteer at our local animal shelter.