

Nomination Application for Employees-of-the-Year - Page 1 of 2

Nomination of:

Name: _____

Payroll Title: _____

Program: _____

Phone: _____

Nominated by:

Name: _____

Payroll Title: _____

Program: _____

Phone: _____

Category of Nomination - Check Only One!

Program Support <input type="checkbox"/>	Headquarters Support <input type="checkbox"/>	Service to Consumer <input type="checkbox"/>	Supervisor <input type="checkbox"/>	Management <input type="checkbox"/>
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(Attach additional page if needed)

Describe the nominee's basic work duties/assignment:

What qualities does the nominee have exemplifying professionalism in their work setting:

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Provide two specific examples exemplifying the nominee's quality of service efforts:

1.

2.

Describe how the nominee contributes to the well-being of their immediate job setting or Department as a whole in terms of team building, morale boosting, making special effort to help fellow employees in or across work settings, etc.

What special quality stands out most to you about this nominee?