



Human Resources Department ♦ A-2005

Employee of the Semester

Fill in Semester
Nomination Form

Purpose: To recognize staff employees for exceptional job performance and contributions to their department and ultimately to the College. Individuals considered should exemplify the highest standards in their field to be emulated by other staff.

Nomination: I nominate (please print name) _____ for the **Employee of the Semester Award** based on the following criteria (refer to criteria definition in the Employee of the Semester Program available from the Human Resources Office). Please give specific examples.

Professional Development: _____

Personal Development: _____

Achievement and Innovation: _____

Work Performance: _____

Initiative: _____

Sense of Responsibility: _____

Cooperation and Attitude: _____

Effort and Drive: _____

Adaptability: _____

Dependability: _____

Additional Comments: _____

If necessary, additional comments may be attached to this form.

Letters of support are encouraged.

Signature of Nominator
01/23/08

Contact Number

Date