



Employee of the Quarter

NOMINATION FORM

The University General Division Employee of the Quarter Award is intended to recognize exceptional performance and efforts of current staff employees working within the General Division. Any regular full-time University General staff employee with a minimum of one year of continuous employment and whose job performance is satisfactory or above may be nominated. Nominations remain active for consideration for two Employee of the Quarter cycles. Former Employees of the Quarter are eligible for subsequent nomination twelve (12) months following selection.

Nominations for the Employee of the Quarter may be submitted by all employees, including division heads, administrators, faculty, staff and students.

NOMINEE INFORMATION
Nominee/Employee Name:
Title:
College or Division:
Department:
Supervisor/Manager:
Contact Phone Number:
Contact Email:
NOMINATOR INFORMATION
Name:
Department:
Phone Number:
Email address:

NOMINATION FORM
EMPLOYEE OF THE QUARTER

Please use the questionnaire below and/or submit a one-page attachment with specific reasons and examples why the nominee should be selected as USA's Employee of

NOMINATION FORM
EMPLOYEE OF THE QUARTER

Service/Customer Relations: promote () OT