NOMINATION FORM for STAFF EXCELLENCE AWARDS

Name of person you are nominating _________________________  Your name _________________________

In the space below, explain how the nominee has demonstrated excellence in any of the following ways: (Any further documentation for nomination will be disregarded.)

- Contributing to the success of the College
- Going above and beyond the job description
- Leading by example
- Building and maintaining successful work relationships
- Anticipating and preventing problems
- Adapting to change
- Attempting to simplify and/or improve processes
- Mastering complex situations
- Providing customer service
- Demonstrating teamwork

RETURN TO HUMAN RESOURCES BY FEBRUARY 1, 2005