

# Employee of the Quarter Nomination Form

**Please note:** When completing this form, you must give specific examples under each category of how your nominee exceeds his/her job expectations. Return this form by the last day of the month to Human Resources, or use the Submit by Email button above.



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## TELL US ABOUT YOUR NOMINEE

Name	<input type="text"/>
Job Title	<input type="text"/>
Year Employed	<input type="text"/>
Department	<input type="text"/>
# Years Employed	<input type="text"/>

Submitted By	<input type="text"/>
Date	<input type="text"/>

## TELL US WHAT IS EXTRAORDINARY ABOUT YOUR NOMINEE

### Exemplary Work:

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> Initiative | <input type="checkbox"/> Volunteer Committee Work    |
| <input type="checkbox"/> Creativity | <input type="checkbox"/> Cost Saving Recommendations |
| <input type="checkbox"/> Assistance | <input type="checkbox"/> Other                       |

Provide example

### Professionalism:

- |  |   |
|--|---|
| <input type="checkbox"/> Code of Conduct | <input type="checkbox"/> Values of Organization |
| <input type="checkbox"/> Ethics          | <input type="checkbox"/> Other                  |

Provide example

### Dedication to Quality:

- |  |                                 |
|--|---------------------------------|
| <input type="checkbox"/> Work Standards    | <input type="checkbox"/> Safety |
| <input type="checkbox"/> Improvement Ideas | <input type="checkbox"/> Other  |

Provide example