



**MAHLON A. MARTIN RECIPIENT
2017 NOMINATION FORM**

NOMINATION DEADLINE: MARCH 31, 2017

EMPLOYEE NOMINATED:	
DEPARTMENT/DIVISION:	
YEARS OF SERVICE WITH CITY:	

I am nominating the person named above because:

Explain how this employee has performed his/her assigned tasks above and beyond normal expectations.

What type of significant contributions toward improving department and City services has this employee made?

How has the employee exhibited innovation and creativity in improving the workplace environment?

Consistent attendance represents a commitment to the organization and sets a positive example.

Has this employee exemplified this value? Yes No

Do you feel this employee inspires his/her co-workers? Yes No

Can you explain how he/she does this?

Please describe how this employee demonstrates extraordinary helpfulness and friendliness when serving the public and when working:

Does this employee promote team spirit during normal work activities? Special projects? How?

Any other related contributions to the overall improvement of the City:

Signature of Nominating Department Director

Date

Submit to: Kelly Shepard
Administrative Operations Manager
Human Resources Department

No Later than March 31, 2017