

## EMPLOYEE OF THE MONTH – NOMINATION FORM

Thank you for taking the time to express your appreciation of your colleague by completing this form.

**NOTE:** Only nominations for Facilities employees will be considered.

Forward completed forms to John Clark Teglas at [jcteglas@vt.edu](mailto:jcteglas@vt.edu) · mail code 0127 · in person in 112 Sterrett.

**Nominee:** \_\_\_\_\_ **Position and/or Title:** \_\_\_\_\_

### REASON FOR NOMINATION

“Shows up for work on time and has a good attitude” are great, but give us more information. Has a colleague performed an exceptional act of service, contributed more than is expected, and/or is a noteworthy role model?

**Nominated by:** \_\_\_\_\_ **Date:** \_\_\_\_\_