

Employee of the Month Nomination Form (UNO)

Name of employee:

Job title:

Department:

Location of employee (Campus):

Employee telephone number (Work):

Name of person nominating employee:

Telephone number of nominating employee:

HRM USE ONLY: Nominees must meet the following criteria, per UNO Employee Recognition Policy

- Permanent Classified or Regular Unclassified (Yes/No)
- Most recent overall PES rating is "Successful" or better (Yes/No/NA)
- Unclassified Faculty or Staff Performance Evaluation "Satisfactory" or better (Yes/No/NA)

I am nominating this person as employee of the month for the University of New Orleans, please type citation below. (Please include, at minimum, details of how this individual adheres to the following: Work Performance, Innovation, Respect & Integrity, Teamwork, Accountability and Cost Containment/Efficiency):