



2017 EMPLOYEE OF THE YEAR

EMPLOYERS...

Nominations for Employee of the Year are now being accepted.

This is an excellent opportunity to acknowledge a valued employee for contributions to your business by nominating that person for the 2016 Employee of the Year. The award is given annually to an outstanding **full-time** employee who demonstrates a high level of professionalism and commitment to the business.

Past recipients and nominees have indicated that the idea that their employer took the time to submit a letter of nomination is an honor itself. **All nominees will be recognized at the Employee Appreciation Luncheon on Friday, May 5.**

Don't miss this opportunity to tell that special employee how much you appreciate her/his efforts.

Please fill out the form below. **Deadline is Monday, April 17**

Send to: Effingham County Chamber, P O Box 643, Effingham, IL 62401 or fax to 217/342-4228 or
Email to: bbrown@effinghamcountychamber.com

Nomination Form

Name of Nominee: _____
(Employee Must Be Full-time)

Company/Organization: _____

Position: _____ Years Employed @ Your Company _____

Nominator information must be completed. Nomination will not be accepted without this information.

Name/Title of Nominator: _____ Phone _____

Address/City/Zip: _____

Email Address: _____

Nominee's Responsibilities: _____

Submit Reasons You Feel Nominee Should Be "Employee of the Year" in a TYPED letter or email.

Suggested criteria to consider:

- *Contributes to outstanding and sustained improvements in service to the business, staff and customers.**
- *Improves or enhances the quality of work in ways that make a substantial difference to staff.**
- *Develops creative solutions to problems that result in significantly more effective, efficient business operations which may result in cost savings to the business.**
- *Promotes teamwork, enhances communications and inspires commitment and productivity.**