

EAST TENNESSEE STATE UNIVERSITY
Employee Recognition Program Form

Nominee Information:

First Name: _____ Last Name: _____
Department: _____ Title: _____
Email Address: _____

Nominator Information:

First Name: _____ Last Name: _____
Department: _____ Title: _____
Email Address: _____

Please write a short narrative describing why the nominee(s) deserve recognition. Your narrative may include:

- How the nominee(s) performed a noteworthy single act
- A human interest story
- Job performance above and beyond the call of duty
- Exhibits a positive attitude
- Enhances the image of the university
- Outstanding support of university programs and events
- Outstanding service through involvement in civic organizations or through volunteering
- Interesting personal story or information that would enhance the employee's recognition

Signature of Nominator: _____ Date: _____

I certify that the above information is correct. I give East Tennessee State University's Office of Human Resources permission to prepare a release and use the information on the Human Resources website.

Signature of Nominee: _____ Date: _____
