



# CS SELECT – Values in Action

## EMPLOYEE RECOGNITION NOMINATION

Thank you for taking the time to submit a nomination to recognize a CS employee! Please submit only one nominee per form.

Nominated Employee: \_\_\_\_\_ Department \_\_\_\_\_

Submitted by: \_\_\_\_\_ Date \_\_\_\_\_  
Print Name Date mm/dd/yyyy

Signature: \_\_\_\_\_

Use this space to share the story. Please provide as much detail as possible (you may use the back of this form or attach an additional sheet if necessary).

**Nominations for recognition will be evaluated on the following criteria:**

INNOVATION/SOLUTIONS BASED IDEAS:	Demonstrates innovation and creativity that results in cost savings and/or improved efficiencies.
LEADERSHIP:	Steps up to take the lead, is diplomatic and keeps and a cool head in difficult situations. Is accountable for own behavior and holds others accountable.
ETHICAL BEHAVIOR:	Demonstrates ethical behavior and a commitment to an environment of empathy and compassion within the CS culture. Is trustworthy and demonstrates integrity.
CUSTOMER FOCUS:	Demonstrates commitment to a positive customer experience and exceeding customers' expectations.
WORKFORCE/TEAMWORK:	Demonstrates a commitment to the workforce by making valuable contributions to the team and building strong relationships among peers. Pitches in without complaining. Goes the extra mile.

**Place this completed form in one of the nomination boxes located outside of CS Human Resources, the Parking Office break room, EPD, Building B Break Room, or Oxford Campus Break Room or save a copy and email directly to [csrecognition@emory.edu](mailto:csrecognition@emory.edu). Nominator will be notified via e-mail of nomination outcome.**

Entry # \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Initials \_\_\_\_\_

Award Received \_\_\_\_\_  
 Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Initials \_\_\_\_\_