



# 2010 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 2010 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.**

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 Wednesday, April 21, 2010.**

Send to: Effingham Chamber, P O Box 643, Effingham, IL 62401 or fax to 217/342-4228 or  
Email to: [bbrown@effinghamchamber.org](mailto:bbrown@effinghamchamber.org)

## **Nomination Form**

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

Company/Organization: \_\_\_\_\_

Position: \_\_\_\_\_ Years Employed @ Your Company \_\_\_\_\_

Name/Title of Nominator: \_\_\_\_\_ Phone \_\_\_\_\_

Address/City/Zip: \_\_\_\_\_

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.**