



Truckee Meadows Community College

Classified Council/Foundation Office

Classified Employee of the Month

Nomination Form

Do you know a classified employee who has significantly surpassed their **standard** job description? Who is enthusiastic, imaginative, resourceful and a self-starter in solving problems? Who is very willing to cooperate with others? Who works well under pressure? Who exhibits excellence of service to TMCC students, staff, faculty and administration well beyond their job description?

Please take the time to fill out the information on the form below

Nomination for the month of: _____

Classified Nominee's Information

First Name: _____ Last Name: _____

Department/Area Nominee Works in: _____

Nominator's Information

First Name: _____ Last Name: _____

Phone Number: _____ E-mail Address: _____

Please provide at least one detailed and specific example of nominee's service "above and beyond" his/her **STANDARD** job duties.

Example 1

Example 2

How does this person demonstrate overall excellence of service to the TMCC college community?