



CITY OF DELRAY BEACH EMPLOYEE OF THE MONTH NOMINATION FORM



(THIS SECTION TO BE COMPLETED BY DEPARTMENT HEAD)

Instructions: Select yes or no after each question and provide an explanation or comment. The Department Head is responsible to ensure the form is returned to the Human Resources Department by **5:00pm on the first business day of the month.**

DESCRIPTION	YES	NO
Has the employee completed all regular and special duties as required including adherence to the City's Rules and Regulations?	X	
Has the employee maintained a positive attitude and overall excellent spirit of cooperation toward City goals and objectives?	X	
Has the employee been involved in any safety incident during this nomination year in which she/he was at fault?		X
Are there any disciplinary action pending involving this employee?		X

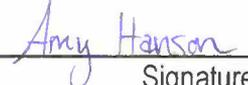
Department Head Comments: (use additional sheets if necessary)

The 4th of July celebration was a resounding success. For the thousands of people who came to enjoy the event, it was filled with new and exciting entertainment throughout the entire day. It also provided a platform for many of our residents and visitors to learn more about the quality programs and activities that Delray has to offer year-round.

But most importantly, what does not get seen is the countless hours of planning and coordinating, site prep and teamwork that goes into the planning of an event of this magnitude. Nan and Danielle pulled together, gathered resources and weren't shy to ask for help and the result was an amazing event which many stated, "was the best ever."



Department Head



Signature

7/18/19

Date

This Area To Be Completed By Human Resources

Human Resources will review the employee's file to verify eligibility

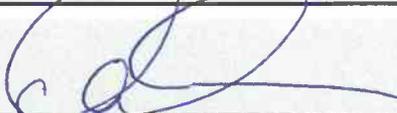
Approved

Disapproved



CITY OF DELRAY BEACH
EMPLOYEE OF THE MONTH NOMINATION FORM



Duane J. Andrea		7/18/19
Human Resources Director	Signature	Date

Nan Krushinski, Danielle Beardsley