



CITY OF DELRAY BEACH EMPLOYEE OF THE MONTH NOMINATION FORM



(MUST BE SUBMITTED TO THE NOMINEE'S DEPARTMENT HEAD BY *THE LAST FRIDAY OF THE MONTH*)

Name of nominated employee: Sean Gibson

Job Classification: Captain Dept./Division: Fire

Please select one or more of the following guidelines applicable to the nomination:

- Action, service, idea or method that resulted in organizational improvements (saved the City time or money by streamlining a process such as eliminating waste, significantly decreasing expenses or increasing efficiency), and/or;
- Outstanding action that brought public recognition to the City or enhanced the city or department's professional image (returned a citizen's personal property; recognized in the media for "going above and beyond" routine job responsibilities), and/or;
- Displaying overall excellent cooperation toward City goals and objectives (effectively communicating or sharing information/knowledge to other departments/co-workers to achieve a common goal), and/or;
- Going "above and beyond the call of duty" that exceeds nominee's job description (exemplary action outside of work routine that prevented a citizen or co-worker from serious injury or death), and/or;
- Other action warranting city wide recognition.

Please justify the nomination by providing **specific** details (use additional sheets if necessary):

While commuting into work, Captain Gibson witnessed an accident in which a vehicle went into a canal. Captain Gibson immediately pulled his personal vehicle to the side of the road and sprung into action. He entered the canal and swam to the vehicle to assist the driver out. After making contact and determining the driver was unable to swim, he proceeded to swim her back to shore himself. Captain Gibson's quick actions while off duty and prior to the arrival of Palm Beach County Fire Rescue units undoubtedly contributed to saving the drivers life.

Captain Gibson's actions and professionalism reflects positively on himself, the Fire Department, and the City of Delray Beach.

Todd D Lynch		02/19/2020
Submitted by : (Print Name)	Signature	Date
Fire	Lyncht@mydelraybeach.com	
Department / Division	Email Address	

Anonymous or self-nominations will not be accepted



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(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)

Neal de Jesus
Department Head


Signature

2/19/2020
Date

This Area To Be Completed By Human Resources

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

Approved

Disapproved

D. Jackson
Human Resources Director


Signature

Date