



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:

Amanda Skeberis

Job Classification: Exempt

Dept./Division: Neighborhood & Community Services, Clean and Safe

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):

Amanda has proven herself to be an incredible asset to the City both before and during the COVID-19 pandemic. During these uncertain times, she has proven herself capable of assisting restaurants and merchants through an uncertain process filled with moving regulatory targets, uncertainty over reopening, and while doing so, having a high concern for the City's visitors, residents, and business owners' health and safety. Through her work, our downtown has become more aware of the high standards placed on the area by always being the first person who not just answers the phone but takes the golf cart to your door people have questions. Amanda is an exemplary city employee who works departments to ensure programs, people, and policies are known and successful. The City and especially the downtown is a better place for

Her leadership, commitment to excellence and safety, and dedicated work ethic.

Brian Ruscher/Anthea Gianniotas

Submitted by : (Print Name)

Anthea Gianniotas

Signature

9/28/20

Date

Development Services

ruscherb@mydelraybeach.com,
Gianniotasa@mydelraybeach.com



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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?		
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?		
Are there any disciplinary action pending involving this employee?		

Department Head Comments: (use additional sheets if necessary)

Amanda is not in our department, so we are not aware of her safety record or any disciplinary actions.

DAVID WEATHERSPOON
Department Head

David Weather Spoon
Signature

10/1/2020
Date

This Area To Be Completed By Human Resources

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

☒ Approved

☐ Disapproved

Human Resources Director

Signature

Date