



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: Azim Hosein

Job Classification: Building Maintenance

Dept./Division: Parks and Recreation

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):

Azim has went above and beyond to help both patrons and the facility at Pompey Park. He laid down tile to three office areas that were once surfaced with carpet. Saving the city labor cost that would usually go to a contracted vendor. He has enhance the city's public im

Azim has went above and beyond to help the patrons in the community as well as the facility at Pompey Park. When the athletic offices and gameroom at Pompey Park experience damage because of leaks. Azim installed and laid down tile in both areas, saving the city labor cost that would have went to a contracted vendor. He has also enhanced the city's image by helping two senior citizens who were experiencing car trouble. Azim helped change a tire for one senior, and replace a battery for another both after his scheduled shift. Azim is an outstanding employee and deserves recognition.

Prentice Mobley

Submitted by : (Print Name)

Prentice Mobley

Signature

Digitally signed by Prentice Mobley
Date: 2021.04.22 15:55:05 -04'00'

4/22/21
Date

Parks and Recreation

Department / Division

mobley@mydelraybeach.com

Email Address

Anonymous or self-nominations will not be accepted



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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has the employee maintained a positive attitude and overall excellent spirit of cooperation toward City goals and objectives?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has the employee been involved in any safety incident during this nomination year in which she/he was at fault?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are there any disciplinary action pending involving this employee?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Department Head Comments: (use additional sheets if necessary)

 Department Head	_____ Signature	<u>4/23/21</u> 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

D. J. Adams
Signature

50501
Date