

**NOMINATION FOR THE RCUH
OUTSTANDING EMPLOYEE OF THE YEAR**

Name of Nominee: _____

Position/Title: _____

Project/Program: _____

***is hereby nominated for the RCUH OUTSTANDING EMPLOYEE OF THE YEAR
AWARD in recognition of his/her outstanding performance, contributions, and
achievements.***

Print: Principal Investigator

Signature: Principal Investigator

Instructions:

- Using the space provided below, complete a brief explanation of how the nominee meets the Award's criteria of "demonstrable, significant, and outstanding" performance in the following (4) categories:
 - Contribution to the improvement of the quality, scope, efficiency, and/or economy of the RCUH project or operation
 - Single or unique project or outstanding accomplishment, whether or not included within the scope of the employee's job
 - For ideas, recommendations, or suggestions, including a plan of action for implementation or completion, that significantly affects the project's objectives and accomplishments
 - Sustained outstanding performance of duties throughout the year
- Do not submit any ATTACHMENTS with this form - attachments will **NOT** be considered in the selection process.
- The nominee must be in a Regular status position and have passed his/her new hire probation period.
- Each category is weighted equally on a 25 point scale (i.e., scoring from 0-25 per category).
- The highest point totals will determine the 1st and 2nd place winners.

RCUH Outstanding Employee of the Year Award Criteria

(For each category, identify the period (weeks or months) and date(s) for the significant, outstanding performance.)

- (1) Contribution to the improvement of the quality, scope, efficiency, and/or economy of the RCUH project or operation. (25 pts)

- (2) Single or unique project or outstanding accomplishment, whether or not included within the scope of the employee's job. (25 pts)

- (3) For ideas, recommendations, or suggestions, including a plan of action for implementation or completion, that significantly affects the project's objectives and accomplishments. (25 pts)



- (4) Sustained outstanding performance of duties throughout the year. (25 pts)

