

# PERFORMANCE RECOGNITION AWARDS

## The Mission of Facilities

To sustain and enhance the physical environment of Utah State University, enabling students, faculty and staff to pursue education and research, and their application in the community.

Employee(s) to receive award: \_\_\_\_\_

Nominator: \_\_\_\_\_ Date awarded: \_\_\_\_\_

Crew: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Manager: \_\_\_\_\_

- Please check only **ONE** and In the space provided, please explain why this award is to be given

**POSITIVE ATTITUDE AWARD**

This award is given to the person who has maintained an optimistic and positive attitude during a difficult challenge. Their positive attitude has inspired everyone involved.

**CUSTOMER SERVICE AWARD**

This award is given to the employee who, in a professional and courteous manner, dealt with the customer in a difficult situation and solved the problem. This individual excelled in communicating with and satisfying the customer.

**PERSONAL ACHIEVEMENT AWARD**

This award is given to the employee who achieved a personal goal. The achievement may be educational improvement, changing a personality trait, overcoming a bad habit, or mastering a job skill. This award allows a great deal of latitude for the diversity of shop situations and job descriptions. By achieving this goal the employee will be able to perform at a higher level, benefiting both themselves and their department.

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\*Please remember that the cost of the award will be taken from the "Employee Relations" budget area of the recipient's department:

- Wal-Mart Gift Card \$15.00**

**\*Please give completed form to any PAR Team member\***

*"As supervisors and managers, you will play a vital role in the success of this system and help promote positive performance and improve job satisfaction."*