



## EMPLOYEE OF THE MONTH

**ELIGIBILITY:** Nominees must be full-time benefit eligible regular classified staff, hourly or salaried employees of a chamber member employer/business and be in good standing. Eligibility will be verified with the Department of Human Resources/Manager/Owner. Employees should be selected based on any one or more of the following: devotion to duty, innovation, service, safety/heroism, human relations and other achievements.

**CRITERIA:** To be selected for the award, an employee must show outstanding performance in the following areas:

- Conduct and courtesy
- Service to the business exclusive of job responsibilities
- Exhibits pride in his/her job
- Accepts overall position responsibility
- Outstanding performance in one or more job related areas
- Reliability
- Maintains good human relations
- Employees who have retired during the year can still be nominated in that year

(Complete in full)

I/Name wish to nominate the following individual for Employee of the Month for \_\_\_\_\_, 200\_\_.

Name of Nominee:

Job Title: Sales Associate

Years of Service :

List at least 3 names with phone numbers of co-workers that we may contact for additional written reference for the nominee. (You may attach these written references to your nomination form in order to expedite procedures more quickly.)

1. \_\_\_\_\_ Phone #
2. \_\_\_\_\_ Phone #
3. \_\_\_\_\_ Phone #

List why you believe this employee is deserving of this award: (Additional page(s) may be attached)

Nomination Submitted by:

Phone #

Address:

*Please submit Nominee Form to: Littleton Area Chamber of Commerce, P O Box 105, Littleton, NH 03561.  
Entries must be dated to qualify*

*E-mail to: [lbijolle@littletonareachamber.com](mailto:lbijolle@littletonareachamber.com) or FAX to: 603.444.2427  
All LACC members are eligible to participate.*