



**THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL**

**CHANCELLOR'S
AWARD for EXCELLENCE
2008**

NOMINATION FORM

Name of Nominee: _____

Home Address: _____
Street City/State Zip Home Phone #

Job Title: _____

Where Employed: _____ CB#
Department, Division, or Unit Work Phone #

Nominee's
Immediate Supervisor: _____
Name Work Phone #

Nominated by: _____
Print Name(s)
Signature(s)/date

An employee may be nominated in one or more of the categories listed below. Please place a check in the blank to the left of each description below the category(ies) you believe fit the nominee. The categories listed will be used as a guide when final selection is made.

- 1. **OUTSTANDING STATE GOVERNMENT SERVICE** - Through unselfish devotion to duty, far and above normal requirements, has contributed significantly to the advancement of State service to citizens of the State.
- 2. **INNOVATION** - Through fruitful study and investigation has initiated and successfully established new and outstanding methods, practices, plans or designs having fundamental values. (Examples: pioneering or research and development work in administration, engineering, productivity, agriculture, medicine, natural resources, the social sciences, etc.)
- 3. **PUBLIC SERVICE** - Has made outstanding contributions by participating in or implementing community and public service projects (such as volunteerism with various non-profit organizations).
- 4. **SAFETY/HEROISM** - Has demonstrated outstanding judgment or courage, in an emergency; voluntarily risking his/her life, exhibited meritorious action to prevent injury, loss of life, or prevented damage to or loss of property.
- 5. **HUMAN RELATIONS** - Has made outstanding contributions toward enhancing the quality of the workplace or creating a better public image of state government (through positive personal interaction with other employees; public awareness; working on relations internally within an agency; or collaboration between different agencies).
- 6. **OTHER ACHIEVEMENTS** - Other significant achievements for services that deserve recognition.

FOR NOMINATION CONSIDERATION, PLEASE INCLUDE THE FOLLOWING:

- 1) Completion of nomination form
- 2) Written nomination with no more than three (3) supporting letters
- 3) Completion of "nominee's job responsibilities" section

FAILURE TO COMPLETE ALL SECTIONS OF THE NOMINATION MAY RESULT IN INELIGIBILITY

WRITTEN RECOMMENDATION

(Please be as specific/detailed as possible. You may use additional sheets if necessary.)

THIS SECTION MUST BE COMPLETED BY DEPARTMENT HEAD OR SUPERVISOR

Nominee's Job Responsibilities: Although position classification specifications list the broad job responsibilities, each job has its own specific requirements. Please give briefly any information about the job that will help the selection committee determine what is "clearly above and beyond" that which would be expected from dedicated employees who are fully and competently discharging all of the duties and satisfying all of the requirements of their jobs."

Nominations are due May 16, 2008
Return to Employee Services, CB# 1045

Signature of Nominee's Supervisor or Department Head/ Date