

## Nomination for Employee of the Month

Name of the Nominee: Karen Rosales

Person Nominating: Sally Ola Ola

Karen started with the City in October 2023 and got herself immediately immersed in the training and implementation of the new HR/Payroll and Timekeeping Systems that went live in January 2024. She was fully engaged in the process and stayed long nights and weekends in meetings and training sessions. Although new to the City, she took on the task of responding to employee concerns and questions, creating a log of issues and areas of concerns brought out by employees and her colleagues. Karen has developed a very good understanding of the new timekeeping system called WFM and assumed the responsibility of monitoring and reviewing time entries of certain departments/divisions on a regular basis. She continues to learn and understand the city's personnel rules and regulations and payroll process. She has a positive work attitude and works well with the payroll staff, timekeepers and human resources teams.

On payroll periods with shorter processing time due to holidays, Karen worked long hours to complete her share of the work load and extends help to her co-workers to complete the payroll on time.

Overall, Karen continues to demonstrate dedication in her job, provide excellent service to our employees and positive relationship with her coworkers. She is highly reliable, fully engaged and overall a very good employee. Our department is fortunate to have an employee like Karen in our team.