

PART-TIME EMPLOYEE OF THE QUARTER



Nomination Form

The City of Coral Gables, “The City Beautiful,” wishes to recognize those employees who best reflect our Mission: Dedicated people, providing exceptional services, to residents, businesses and visitors, while preserving our historic heritage. If selected, the recipient of the Part-Time Quarterly Award receives \$300 cash along with a plaque presented during a City Commission meeting or in their respective department.

Eligibility

All City of Coral Gables regular (year-round) part-time employees are eligible to be nominated for the Part-Time Employee Quarterly Recognition Award with the exception of the following:

- Temporary or seasonal employees
- Part-Time Employees who have previously been selected to receive the Part-Time Employee Quarterly Recognition Award within the last two (2) years.

Procedures

Nominations may be submitted by any Coral Gables Director, employee or residents.

Directors/Employee

Should complete the form and e-mail it to jrodriguez4@coralgables.com or send it via inter-office, confidential envelope to Jose Rodriguez, Recruitment Manager.

Residents

Should complete the form and deliver, or mail it to: City of Coral Gables, Employee of the Month Coordinator, 2151 Salzedo Street, 5th Floor • Coral Gables, FL 33134. This form can also be emailed to jrodriguez4@coralgables.com

I am nominating _____ of the _____ Department to be Employee of The Month, because she/he exemplifies the following Values:

Integrity, Dedication, Competency, Loyalty, Innovation and Accessibility

In Your Own Words please provide reason for nomination and/or examples of why employee deserves recognition. Please describe in detail (Attach separate sheet if additional space is needed):

Print Name: _____

Date: _____

Susan Lainfiesta – Part Time Special Projects Specialist

Miss Lainfiesta has been with the city for ten years serving in various positions from CIT, Camp Counselor, Guest Services Representative to Special Project Specialists where she assists in the planning process of all city-run and city-permitted special events. She also oversees the permitting of film and photo shoots and has been essential in securing all our Farmers Market vendors. Aside from her continuous efforts to improve and diversify herself over the past years, her positive disposition and pride in how she represents the city have made her essential to our team. She will work long hours, start her workday at 4 a.m. to set-up for events and be the last one to leave to make sure every post event condition is met. Miss Lainfiesta is a true ambassador of the city and someone who should be recognized for all her efforts to improve the quality of life and experiences for our residents and visitors.