

EMPLOYEE OF THE MONTH
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 Employee of the Month receives \$400 cash along with a plaque. The Employee of the month has the option to be recognized at the Commission Meeting corresponding to the month they were selected or be recognized in their respective department. A photo of the employee is also displayed in City Hall for the duration of that month, as well throughout City departments. In addition, the Rotary Club of Coral Gables honors the chosen employee with a plaque presented during their monthly luncheon. Additionally, Employees of the Month become eligible for Employee of the Year.

Eligibility

All regular, full-time employees except for temporary, seasonal or employees on probation, employee's eligible for Police Officer or Firefighter of the Month programs, Directors, Assistant Directors and those who have been previous Employees of the Year. In addition, employees selected as employee of the month in the last five (5) years are ineligible.

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, 5 Floor • Coral Gables, FL 33134. This form can also be emailed to jrodriguez4@coralgables.com.


I am nominating Susan Lainfiesta of the Community Recreation 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):

Please see the attached page.

Print Name: 

 Digitally signed by Fred Couceyro
Date: 2025.06.13 07:05:00 -04'00'

Date: _____

Employee of the Month Recommendation – Susan Lainfiesta

Community Recreation Department

I would like to nominate Susan Lainfiesta for Employee of the Month. Susan has been going above and beyond in her dual roles as Special Events Manager and Administrative Assistant for the Community Recreation Department. Balancing both responsibilities is no small task, yet she continues to handle it with a high level of dedication, organization, and care for the team.

Susan is a true team player. She consistently looks out for the success of the department and steps in to handle the smaller, often overlooked details that make a big difference in keeping things running smoothly. Whether it's making sure logistics are covered or jumping in to help wherever needed, Susan is always ready to support the team.

In addition to her admin role, she continues to manage all aspects of special events for the department. She has worked hard to streamline the event permitting process, making it easier to navigate for both staff and community members. Susan always makes the extra effort to provide clear information and guidance to anyone planning an event, ensuring they feel supported from start to finish.

She also works extremely well with other city departments, and it's rare to find someone in the organization who hasn't collaborated with her in some capacity. Susan has built strong working relationships across the board and is known for being dependable, helpful, and easy to work with.

Susan's ability to manage both of her roles so effectively, while continuing to support her coworkers and improve processes, makes her more than deserving of this recognition. She is a vital part of our team and sets a great example of dedication and service.