

October 21, 2019

To whom it may concern:

I would like to take this opportunity to nominate Asif Siddiqui (Records Clerk) for the Quarterly Leadership award.

I have known and worked with Asif for eleven years, and have always found him to be dependable, efficient and a true team player. He projects a humble, cheerful and patient attitude to everyone he encounters. He is extremely loyal, and always goes out of his way to help others.

Records Supervisor, Jessica Wotherspoon was on maternity leave from February 20, 2018 through August 20, 2018. During this time Asif was the Acting Records Supervisor. Asif also serves as acting Supervisor from time to time when Jessica is on leave or out of the office. When he was tasked with this assignment during the six months, he didn't think twice about it. During this time, my co-workers and I developed enormous respect for his hard work and dedication to the Records Section of the Police Department.

Not only was he the acting supervisor, but he was handling his own job responsibilities as well. Asif handles the Arrest reports for the Records section. He also handles a variety of other duties in the Records section, that are time sensitive and detailed in nature. He performed the work of two people and did so without complaints or hesitation. He worked tirelessly to make sure that Records ran smoothly, and that all his responsibilities were handled accordingly. Among all his duties, he still made time for each of us, making sure we had all the resources we needed to get our jobs done.

Sincerely,

Milly Johnson

Records Clerk

The following are some thoughts of Asif during his time as Acting Records Supervisor shared by our other Records Clerks, who believe Asif is very deserving of this award.

“Asif always made sure that we had everything we needed and to check in to see how we were doing. “

Katee Hull- Records Clerk

“He definitely rose to the occasion and showed us the true meaning of leadership and teamwork. Never once did we question his decisions or knowledge to get us through this time period. “-

Victoria Gunraj- Records Clerk

“I just wanted to thank you for being such a great acting boss. You know I appreciate you in so many ways. Thank you, my acting boss of six months Asif!”

Monica Cumberland- Records Clerk

“As a new employee starting with the Coral Gables Records section in June 2018, Asif was the acting supervisor, he helped me feel welcome/ a part of the department from my very first day. He made sure I had everything I needed and more, to be sure I was comfortable with my position and tasks.”

Tashell Gardner- Records Clerk

“Asif has proven to be an outstanding group leader. He stays calm under pressure; he communicates well with his co-workers; he listens and provides solutions when needed. But most of all, Asif has inspired all of us to do our best by overcoming challenges with a positive approach visible through his actions. He is awesome!”

Romy Mendieta- Records Clerk

“Common sense is a flower that doesn’t grow in everyone’s garden. Asif exemplified his in his duties as acting supervisor, common sense to make sound decisions, and capability to take initiative.”

Nick Velandia-Records Clerk

“Asif kept our office running smoothly while our supervisor was on leave. He was able to handle our problems answering questions. He also kept his work load up to date while handling the supervisor’s responsibilities.”

Faye Thompson- Records Clerk