



**City of Coral Gables**  
**CITY COMMISSION MEETING**  
October 13, 2015

**ITEM TITLE:**

Congratulations to Carmen Martinez, Finance Department, recipient of the "Employee of the Month Award," for the month of October 2015.

**BRIEF HISTORY:**

The nomination was submitted by Sally Ola Ola, Finance Department, which provided the following:

“I would like to recommend for your consideration the nomination of Carmen Martinez for Employee of the Month. She has been our "go to person" as reliever for cashier and phone operator. She has shown willingness and ability to handle multiple tasks (processing invoice/collections, attending to people at the counter, answering phone calls, working at the cashier/phone stations). There are no issues with her attendance and timeliness. Also, she volunteered to assist me with the invoicing, collections and answering inquiries on the Cocoplum Assessment and also on Streetscape. She is currently taking time training our new cashier.”

**ATTACHMENT(S):**

1. **Employee of the Month Notification Letter**