



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 presented during a City Commission meeting. 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.

Procedures - Nominations may be submitted by any Coral Gables Director, or resident.

Directors - Should complete the form and e-mail it to kingersoll@coralgables.com or send it via inter-office, confidential envelope to Kenneth Ingersoll, Human Resources.

Residents - Should complete the form and deliver, or mail it to: City of Coral Gables, Employee of the Month Coordinator, 2801 Salzedo Street, 2 Floor • Coral Gables, FL 33134. This form can also be emailed to kingersoll@coralgables.com.

I am nominating Jose Rodriguez of the Human Resources Department to be Employee of The Month, because she/he exemplifies the following Qualities:

Doesn't just do the job well but is dependable, and is a team player who consistently goes above and beyond normal expectations. Shows initiative, solves problems, offers help, gives support, and has a positive attitude.

Values: Responsiveness, Integrity, Dedication, Competency, Loyalty, Innovation, and Accessibility.

In Your Own Words (Attach sheet if additional space is needed):

See Attached

All nominations will be shared with the department director for further comments

Print Name: K.Ingersoll/K.Green Date: 8/30/17

Signature: 

Jose Rodriguez serves as the Public Safety Personnel Analyst for the Human Resources Department. His job is to oversee the vast responsibility of Public Safety Recruitment. This includes Police Officers, Firefighters and Public Safety Support Positions such as Communications Operators and Neighborhood Safety Aide positions.

Public Safety is a mission critical assignment. If anyone is aware of the recruitment situation that Jose inherited when he started, they may begin to understand how great a job he has done since he has been here. The City had over 15 Police Officer vacancies in addition to the Firefighter vacancies which averaged over 5. In addition, the City has been short staffed in the Communications section as well.

Jose was tasked with filling all of these vacancies as quickly as possible. Since January of 2017- Jose has overseen the processing of over 986 applications for Police Officer. To give the average person an idea of what it takes to recruit a Police Officer to the City of Coral Gables:

For every 75 applications received- only 49% meet the minimum standards. That leaves 37 that remain. Of the 37 that remain- only 22% turn in application packets. That leaves 7 candidates left of the 75. Of the 7 that remain- only 50% pass the pre-screening and testing requirement standards. Only 3 candidates of the 75 make it to background investigation. Only 37% of the candidates that make it to background screening are hired. Leaving the City with 1 hire.

And yet despite have the numbers and odds stacked against him, along with an ever increasing mountain of applications to process, Jose has courageously moved forward as a complete professional, refusing to become overwhelmed or defeated. He has tirelessly moved forward- attending numerous job fairs held all over Miami Dade and Broward County, including City sponsored job fairs held on-site. He has stayed late often, even working weekends on occasion to move toward his goal.

Jose is the consummate professional. His smile and warm inviting personality has had an immense and unmeasured positive effect on Public Safety recruitment. I truly believe that when a candidate meets Jose- they are excited to apply to work for the City of Coral Gables.

Today, due to the efforts of Jose- the City is near its goal of 0 vacancies for Police Officers. I have no doubts that Jose will soon see it through to the goal.

It is for this any many other reasons that I am proud to nominate Jose Rodriguez for Employee of the Month for September 2017.