

**CTCD SYSTEMS RECOMMENDATION
FOR EMPLOYEE OF THE YEAR**

Instructions: To recommend an employee for recognition as an exemplary performer, complete this form in its entirety and submit to Human Resources, Attention: Paula Cobb on or before November 21, 2008. If you have any questions, contact Ms. Paula Cobb at x1492.

Date: _____

Employee's Name: _____

Job Title: _____

Check One: Exempt Position () Non-Exempt Position ()

Years with CTC (if known): _____

In the space below, please describe why this employee should receive an award.

Typed Name and Signature of Nominating Supervisor

Date

Signature of Employee Supervisor

Date