

**Nomination Form
Chancellor's Award for Excellence in
Classified Service**

Please type or print:

Nominee

Name:

Title:

Department:

Department Phone Number:

Submitted by:

Name:

Title:

Department:

Department Phone Number:

I. Please attach a narrative statement(less than 500 words) in support of this nominee.

II. List up to five examples which best demonstrate how the nominee excels in their present position.

1.

2.

3.

4.

5.

List up to five examples which show how this nominee demonstrates flexibility/creativity on campus.

1.

2.

3.

4.

5.

IV. List up to five examples supporting how this nominee demonstrates exemplary customer service.

1.

2.

3.

4.

5.

Submit the completed nomination electronically to oharaha@potdam.edu by **December 16, 2011.**