6-1-2012

Employee of the Month : 2012 : 06 : Robert Herrington

University of South Florida St. Petersburg.

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MEMORANDUM

DATE: June 1, 2012

TO: Robert Herrington
   Custodial Worker

FROM: Margaret Sullivan, Ph.D.
       Regional Chancellor

SUBJECT: Employee of the Month for June

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Congratulations! You are a recipient of the USF St. Petersburg Employee of the Month award for June 2012.

This award is given to employees who go above and beyond typical job expectations, provide outstanding customer service, or perform distinctive achievements that impact the department/campus. You were nominated because you are such a conscientious employee, always trying to make sure that everything on your "to do" list is completed as well as clean and tidy. Then when you are finished with your buildings, you look for something else to do such as repairing machines. During spring break, you assisted with the cleaning of the floors so that they would look nice for the many campus functions. This type of behavior deserves recognition!

As the Employee of the Month recipient, you were awarded with a $50 gift card to Publix and a monthly parking pass in the designated OMF area. Please note that IRS regulations require that gift cards be included in the gross income of the recipients. This $50 will be added to your taxable wages and you will be appropriately taxed on the next payroll cycle.

I applaud your commitment and dedication to our institution. Again, congratulations!

cc: Dr. Ashok Dhingra, RV/C
    John Dickson, Director
    Human Resources