3-1-2011

Employee of the Month : 2011 :03 : Michele Holton

University of South Florida St. Petersburg.

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MEMORANDUM

DATE: March 1, 2011

TO: Michele L. Holton
    Administrative Specialist

FROM: Margaret Sullivan, Ph.D.
    Regional Chancellor

SUBJECT: Employee of the Month for March

Congratulations! You are a recipient of the USF St. Petersburg Employee of the Month award for March 2011!

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 of the customer assistance provided to employees. The nominator stated that you went out of your way to respond to his inquiries, schedule needed appointments, and help him through the required paperwork needed for new employees. It was obvious you were willing to go the extra mile and do whatever was needed to help the customer. This type of behavior deserves recognition!

The Employee of the Month recipient receives a $50 gift card to Publix and a monthly parking pass in the designated Employee of the Month parking space.

In order to pick up your gift card, please present this memorandum to the Cashier's Office, BAY 132, with a photo identification card.

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

cc: Dr. Ashok Dhiragra, RVC
    Sandi Conway, Director
    Kevin Wang, Nominator
    Human Resources