5-2-2011

Employee of the Month : 2011 : 05 : Eric Douthirt

University of South Florida St. Petersburg.

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MEMORANDUM

DATE:       May 2, 2011
TO:         Eric Douthirt
            Enrollment Management Specialist
FROM:       Margaret Sullivan, Ph.D.
            Regional Chancellor
SUBJECT:    Employee of the Month for May

Congratulations! You are a recipient of the USF St. Petersburg Employee of the Month award for May 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. Due to another employee's unexpected leave, you were tasked with the planning and organizing of the Spring Master's Open House event during an already busy time. You had to coordinate with the faculty advisors for all ten graduate programs, assign rooms in STG, assemble and set up registration/information packets/display tables, confirm attendance, supervise student assistants/volunteers, and manage web registrations. Without your assistance, this event would not have been successful. 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: Donna Knudsen, Supervisor
    Norine Noonan, RVC of Academic Affairs
    Human Resources