

# UNSUNG HERO AWARD

## NOMINATION FORM

*The Unsung Hero Award recognizes employees' job-related achievements. It is presented to individuals or teams that personify the spirit of the Corporation's commitment to service. Unsung Heroes have overcome extraordinary challenges or implemented unusually innovative and effective approaches in support of national and community service. Such accomplishments may be reflected through consistent exemplary performance or through work above and beyond normal job requirements.*

*Individuals or teams of individuals who demonstrated exceptional customer service, innovation, and/or organizational accomplishment during the past year may be nominated for this year's Unsung Hero Award. One or more individuals and/or teams will be selected.*

### NOMINEE AND NOMINATOR INFORMATION:

Nominee:

Nominated By:

Organization & Location:

Organization & Location:

Indicate the criteria in which the Nominee has excelled, and under which this nomination is submitted. Nominations must address one or more of the following criteria:

- Significantly enhanced the image/credibility of the Corporation through quality interactions with customers.
- Developed a technique/method to improve process efficiency that serves as a model that can be replicated or adapted by other organizational units.
- Demonstrated the creative implementation of an idea using technology that saves time, reduces costs, and/or raises productivity.
- Provided vision and resourcefulness to overcome a project's significant challenges from initiation through completion.
- Enhanced the Corporation's capacity to improve or leverage the diversity of its employees.
- Participated on an interdivision project that resulted in successful outcomes/impacts related to Corporation goals/objectives.
- Identified, developed, and implemented a flexible, proactive resolution to meet a need or solve a problem, thereby advancing collaboration and Corporation responsiveness.
- Created a work environment that promoted extraordinary teamwork and resulted in superior work performance.

### NARRATIVE JUSTIFYING AWARD (not to exceed 1 page):

**Thank you for your nomination!**

**Please email this form to [bjones@cns.gov](mailto:bjones@cns.gov) by Friday, April 22, 2016 at 5:00 PM.**