

***Strongest Link in the Chain***  
**Nomination Form**

Nominee Name **Takisha Cunningham** Department **Customer Service**

Your Name **Laura Stewart** Department **Customer Service**

Date Submitted **October 8, 2014**

Is this monthly nomination? Yes ☒ No ☐ If yes, which month **October 2014**

Is this an annual nomination? Yes ☐ No ☒ If yes, which year \_\_\_\_\_

Department Director Signature \_\_\_\_\_

**Reason for the Nomination**

Using the program criteria, explain in detail why the employee deserves to be recognized as the *Strongest Link in the Chain*. Use a separate sheet if necessary.

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Several months ago I was approached by the City Manager because he was about to be in a bind as his assistant was going to be out of the office for at least six weeks. He needed help. He needed someone to help with answering the telephones, assisting citizens/customers with finding where they needed to be, minimal paperwork, etc... Knowing our City Manager, I also knew that this employee would need to be professional, well groomed, someone who would not get involved with office gossip and politics, would be positive, and would represent his office and the City well. (tall order) Even though it was going to have a huge, negative impact on my department, I offered to allow him to borrow Takisha. I knew that she would do an excellent job for him because she has always done an excellent job for the Customer Service Department and for me. That is why it was going to hurt to not have her here with us for such an extended period of time. After returning Takisha to us, the City manager had nothing but praise for her. However, the true way of telling that he was happy with her work was that he has asked for her help again when he found himself, once again, in a bind. Through all of this, Takisha has never complained about being shuffled back and forth between the City Manager's office and the Customer Service Department. She went wherever she was needed and did an excellent job wherever she was. But then, she does that in her daily job. Whatever I need her to do, wherever I need her to be, I can count on her smiling face, not hearing any complaints and the high quality level of her performance. That is such a pleasure. I never thought that I would see the day that the City Manager would actually ask for help from one of my employees. (twice) However, Takisha represents this department and the City well. I am so proud to work with her and to know her. She is a perfect example of the Strongest Link in the Chain and as it may not be appropriate for the City Manager to nominate an employee who did an excellent job for him and helped him out in a bind, I will nominate her for him.

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Human Resources Use Only:

Previous discipline in last 12 months\_\_\_\_\_

Final Rank\_\_\_\_\_ HR Signature\_\_\_\_\_