

Strongest Link in the Chain
Nomination Form

Nominee Name_____Shunda Guider_____ Department_____Information Technology_____

Your Name_____Jack Poland_____ Department_____Information Technology_____

Date Submitted_____August 5, 2015_____

Is This a monthly nomination? **Yes** No If yes, which month _____August 2015_____

Is this an annual nomination? Yes **No** If yes, which year_____

Department Director Signature_____Jack Poland_____

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.

I highly recommend Ms. Shunda Guider be considered for August "Strongest Link in the Chain". Ms. Guider is a key member of the Information Technology Center (ITC) staff and an outstanding employee who is dedicated and focused on the information Technology mission. Ms. Guider worked long hours to upgrade the City's Cogsdale Customer Service Billing and Financial System. She coordinated and worked closely with the Customer Service Department and Cogsdale computer specialist to successfully upgrade to the latest release level. She worked over 24 hours non-stop beginning Friday afternoon, through the night until late Saturday morning ensuring the system was ready for production. The following week she proceeded to work after hours with Cogsdale and Customer Service representatives ensuring all reported system issues were corrected. This upgrade was required and extremely important for the City to transition to a new web-based electronic 24/7 online invoice system which will provide customers the option of going paperless. Ms. Guider is deserving of the "Strongest Link in the Chain" award and I highly recommend her.

Human Resources Use Only:

Previous discipline in last 12 months_____None_____

Final Rank_____ HR Signature_____