Send Roses Award

Has a UT Employee gone that extra mile to help you? You can show your appreciation by nominating that person for the Send Roses award.

Each month, the Positive Recognition Committee will select an employee who demonstrates outstanding courtesy and customer service. The selected person will receive a framed certificate, three roses, a gift certificate for the UT Book and Supply Store, and a reserved parking spot on campus for one month.

Past recipients have demonstrated excellent customer service skills by remembering the names of faculty, staff and students, or by acting as a calming force in the office offering assistance and support. There is not a cookie cutter template for Send Roses recipients. Those selected are employees simply helping people, not because it is necessarily their job, but because it is what they enjoy doing.

Please complete the nomination form for the person you feel demonstrates outstanding courtesy and customer service.

Criteria for Nomination Selection
The award is given to the employee who demonstrates outstanding courtesy and customer service skills. Customers are defined as students, parents, co-workers, faculty, staff, alumni, and the general public. Consideration will be given to the following: job performance, work behaviors, initiative, relationship with associates and other customers.

Eligibility
All regular, full- and part-time UT employees are eligible. The nominee may be exempt or non-exempt, faculty or staff. Any staff member, faculty, student, or friend of the University may submit nominations.

Brighten a co-worker’s day! Nominate him or her for the Send Roses Award!

Date Submitted: ______________________________

I wish to nominate:

Nominee’s Name
Nominee’s Email Address

Nominee’s Title
Nominee’s Department

Nominator’s Information:

Name
Campus Address

Telephone Number
Email Address

Nominator’s Relationship to Nominee:

Nominator’s Signature (optional): ______________________________

Write a detailed description of the individual’s performance. List specific examples and qualifications that meet the criteria for the Send Roses Award. Selection for the recipient of the award is based on the description you provide – please be clear and specific.

Mail the nomination form and your detailed description of the individual’s performance to: The Positive Recognition Committee, Human Resources, 232 Conference Center Building, CAMPUS – 4125, OR fax the nomination to 974-6066, OR email the nomination to akildow@utk.edu. You will receive a confirmation email when your nomination has been received. Nominations are active for one year.