

# EMPLOYEE OF THE QUARTER PROGRAM

Attention All Owners/Residents:

The Board of Directors and the management staff realize that we have a wonderful group of staff members working hard for us ensuring all aspects of our property is being tended to on a daily basis.

We would like to recognize these hard working individuals with our “Employee of the Quarter” program. This trial program will recognize employees who have demonstrated exceptional work habits, a friendly and professional demeanor and/or great customer service!

Here are some criteria’s to be considered prior to making your nomination:

- ◆ Has employee shown initiative, a high quality of work, demonstrated leadership skills, displays a positive attitude, is a team player?
- ◆ Has employee worked a minimum of sixty (60) days at the time of the nomination?

If you would like to nominate a member of our Housekeeping, Maintenance or Security staff to become the next Employee of the Quarter, please feel free to submit a nomination form to the Management office or send an e-mail to the General Manager at [gmimperial@hawaii.rr.com](mailto:gmimperial@hawaii.rr.com).

All nominations will be reviewed and a quarterly selection will be made with the approval of the Board of Directors.