



STAFF AWARDS OF EXCELLENCE LETTER of SUPPORT

You have been asked by the Nominator to complete a Letter of Support for a Nominee of a Staff Award of Excellence honouring exceptional contribution in the area of:

Enhancing the UBC Experience (Customer Service)

Award Criteria: Clearly state/provide examples how the nominee has accomplished some or all of the criteria beyond the normal requirements of their job.

1. Improved the value and efficiency of the services they provide:

2. Maintained a consistently high quality of service to UBC Okanagan customers including faculty, staff, students and alumni:



3. Anticipated clients' needs and potential problems and acted to proactively resolve these issues:

4. Created new, cost-effective and/or innovative methods for performing day-to-day activities:

5. Displayed exemplary problem-solving skills:



6. Served as role models to others through openness to new ways of doing things and consistently positive interactions:

7. Additional information to support this nomination:

Nominee Information

First Name:

Last Name:

Letter of Support Written By

First Name:

Last Name:

Current Job Title:

Email Address: