

## **PFW Pride Plus *Administrative Support* Award**

The purpose of the award is to honor administrative support staff members for excellence in service to the university community. All fully benefitted members of the PFW staff, who have completed one year of service, are eligible for nomination of the award. Previous recipients will not be eligible for nomination in the three years immediately following their award, but will be eligible thereafter.

Eligible staff members may be self-nominated or nominated by another PFW employee. The nomination must be submitted no later than 5:00 P.M. on **Friday, April 30, 2021** to Jacqueline Warfield in Art and Design VA 117 or Christine Hall in DSB 300A.

### **CSSAC PFW PRIDE PLUS AWARD – Administrative Nomination Form**

Name of Nominee \_\_\_\_\_ Current Date \_\_\_\_\_  
Job Title \_\_\_\_\_ Clerical/Service Level \_\_\_\_\_  
Department \_\_\_\_\_ Campus Address \_\_\_\_\_  
Nominated by \_\_\_\_\_ Title \_\_\_\_\_

The **PFW Pride Plus Award for Administrative Support Staff** seeks nominees who demonstrate excellence in the areas of:

- P**rofessionalism In his or her duties
- R**esponsiveness to the needs of students, faculty and staff
- I**nitiative to undertake an assignment and show concern for the interests of PFW
- D**edication to the University
- E**nthusiasm on the job

Please describe how your nominee demonstrates these characteristics in each of the areas listed below. You may attach up to two additional pages.

- I. Notable Accomplishments**
- II. Continuing Education and/or Professional Development**
- III. University Service**
- IV. Additional Support**

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For more information on CSSAC, please visit our web site at [www.pfw.edu/cssac](http://www.pfw.edu/cssac)