



2021 Zacharias Distinguished Staff Award Nomination Form

Instructions: Complete all sections to the best of your knowledge. To best demonstrate the qualifications of your nominee, provide as much information and as many examples as possible. If you are unsure, ask the nominee for assistance. **Forms are due by April 2.** If additional space is needed, attach an additional sheet. Support letters are not required but can be included. A maximum of five (5) total pages, including the nomination form, are allowed. Additional pages will not be reviewed.

Nominee: _____

Department: _____

Job Title: _____

Mail Stop: _____

- **Exemplifies professionalism and dedication to MSU by performing beyond the call of duty to improve and engage the customer service, quality, image, and inclusion of the department/unit.**

- **Serves as a positive role model for faculty, staff, and/or students. Please provide examples of this such as how they encourage, mentor, or teach others.**

- **Demonstrates outstanding initiative, cooperation, and ability to perform job successfully.**

- **Demonstrates a high degree of competence and expertise. Please give examples of leadership, competence, and expertise.**

- **Tell us about the impact this individual is making personally and professionally on campus and in the community (e.g. activities, committees, or community service), and/or any additional information you would like to share about this individual.**

Nominator: _____

Signature: _____

Department: _____

Mail Stop: _____ Phone #: _____

Email form to Cristi Stevens at cfp2@msstate.edu or send to Mail Stop 9556, MSU Welcome Center, Mississippi State, MS 39762. Awards will be announced during the Virtual Staff Appreciation Day on Friday, May 7.