

**Business Services  
Outstanding Employee Award**

Nomination Form

Nominee's Name \_\_\_\_\_

Nominee's Job Title/Work Title \_\_\_\_\_

Nominee's Home Department \_\_\_\_\_

Reason for Nomination:

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*I certify that the nominee meets the criteria for nomination and exhibits positive overall job performance:*

*Department Head:* \_\_\_\_\_ *Date:* \_\_\_\_\_

Please return completed form to the Selection Committee, 201 Burruss (0147) or email [AVPBS@vt.edu](mailto:AVPBS@vt.edu).

Please note: Only nominations from Business Services employees will be accepted by the Selection Committee.