

Employee Achievement Nomination

Date: [Insert Date]

To the Nomination Committee,

I am writing to nominate [Employee's Name] for the [specific award/title] for their outstanding performance and contributions over the past [time period].

[Employee's Name] has consistently demonstrated exceptional skills in [specific skills or areas], and has played a crucial role in [description of projects, initiatives, or achievements].

Some notable achievements include:

- [Achievement 1]
- [Achievement 2]
- [Achievement 3]

In addition to these accomplishments, [Employee's Name] exemplifies our company's values by [mention values, e.g., teamwork, dedication]. Their commitment to excellence has greatly impacted our team and organization as a whole.

Thank you for considering this nomination.

Sincerely,
[Your Name]
[Your Position]
[Your Contact Information]