



2. Significantly improves work process or increases implemented procedure efficiency.

3. Takes initiative to reduce organizational barriers through activities such as mentoring, voluntarily assisting coworkers, and participating in cross-functional teams.

4. Works to foster collaboration, communication, and cooperation among peers, management staff and County employees.



5. Performs at a level above and beyond normal job requirements.

6. Summary

The Personnel Department encourages employee participation and welcomes all comments and questions in order to enhance and develop the Employee of the Quarter program. If you would like to share your comments, please email the [Personnel Department](#).

You have several options for submitting your Employee of the Quarter Nomination Form.

If you have the capability to send electronically then you may do that.

If internal, the form can be sent interoffice mail, otherwise, please print the form, fill it out and mail to:

Personnel Department Director
Baldwin County Administration Building
ATTN: Personnel / Human Resources Department
312 Courthouse Square, Suite 17
Bay Minette, Alabama 36507