



★ HENRY L. SHATTUCK PUBLIC SERVICE AWARD ★  
★ 2005 NOMINATION FORM ★

For the Exceptionally Deserving City of Boston Employee

**Nomination Due by May 2, 2005**

Mail to: Shattuck Awards Committee, 333 Washington Street - Suite 854 Boston, MA 02108  
Or Email: dsmith@bmr.org

Individual Making Nomination: \_\_\_\_\_ Title: \_\_\_\_\_

City Dept/Company: \_\_\_\_\_ Address: \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

Check:  City Dept. Head  City Employee  Bureau Director  Bureau Member  Citizen  Shattuck Award Recipient

**Employee Nominated**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Department: \_\_\_\_\_  
Bus. Address: \_\_\_\_\_  
Telephone: (W) \_\_\_\_\_ (H) \_\_\_\_\_  
Business Email: \_\_\_\_\_

Home Address: \_\_\_\_\_  
No. of years as a City Employee: \_\_ In Current Position: \_\_  
Former City positions held: \_\_\_\_\_  
★ Full description of duties — use a separate sheet. ★

★ On a separate sheet explain in detail why your nominee is deserving of a Shattuck Award. ★  
Additional supporting statements can be included with this nomination.  
THE COMMITTEE RELIES HEAVILY ON THESE STATEMENTS WHEN MAKING ITS SELECTION.

★ NOTE: Your Nominee Must Meet the Shattuck Award Criteria ★

- ◆ Unusual competence and professional spirit in handling assignments.
- ◆ Exceptional initiative and professional attitude.
- ◆ Proven ability to efficiently and productively deliver services to the public
- ◆ Helpful and cooperative attitude toward fellow employees and the public at all times.
- ◆ Prudent management and administration of all assigned responsibilities.