

Supervisor of the Quarter Nomination Form

Please complete each of the fields below and explain in detail the reason for the Supervisor nomination.

Supervisor Name: Edwin Garcia

Supervisor Department: Fleet

Why do you feel this supervisor should be nominated for Supervisor of the Quarter?

When I mentioned that the HR/City Secretary pool car was dirty and I was having difficulty seeing through the windshield, Edwin immediately volunteered to pick up the vehicle and had it assessed and washed. This action went well beyond his normal responsibilities and ensured that we are safe. His initiative, attention to detail, and commitment to helping the team exemplify how he consistently exceeds expectations.

If applicable, what impact did the supervisor's actions have on the department?

Edwin's initiative to assess and wash the HR/City Secretary pool car ensured that the vehicle was in safe running order and clean for use. Eliminated mechanical and safety risk. His actions improved both the professionalism and efficiency of the departments, demonstrating how one individual's proactive approach can have a meaningful, positive impact on the workplace.

If applicable, what impact did the supervisor's actions have on the overall city?

Edwin demonstrates initiative, ownership, and a strong sense of responsibility. He identifies problems and takes action without being asked, shows consideration for the well-being and safety of his coworkers, and leads by example, inspiring others to take pride in their work and support the team. His proactive approach and willingness to go above and beyond are hallmarks of effective leadership.

What makes this supervisor a good candidate for Supervisor of the Year?

Edwin deserves recognition because he consistently goes beyond his normal duties to support the team and ensure the workplace is safe and efficient. His willingness to step in, take ownership, and address needs that might otherwise be overlooked shows exceptional dedication. Small acts like this have a significant impact on morale, safety, and department culture, making him a standout contributor deserving of Supervisor of the year.

Submitted by: Jessica Cantu

Date: 10/06/2025

Director signature:

Date:

COMMITTEE USE ONLY

Years of service

Nomination Quarter

Please return nomination form to Sandra Cuellar-Wilson - Human Resources.