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Ed Daniels
Associate Director Personnel and Administration, Facilities
4400 University Drive MSN 1E4
Fairfax, VA 22030

Reference: Employee of the Month nomination - Robert Kirk Sawyer

Dear Ed,

I would like to nominate Robert Kirk Sawyer (Kirk) for employee of the month. Kirk, an Inspector with Facilities Construction, is in charge of coordinating inspections with the State Fire Marshall (SFM) and has proven to be invaluable in interfacing with Jimmy Csizmadia.

Approximately two years ago a new SFM was assigned to our campus and he set out to "straighten us out/shape us up". It was a bit of a nightmare. During the past two years, Kirk has worked tirelessly with Jimmy to gain his trust and confidence in all items construction/fire protection related. Through Kirk's efforts, we now have a very good working relationship with Jimmy; communications have improved dramatically as well as the University has a better understanding of what is required.

Kirk is always willing to help, whatever the issue or problem, is well liked by everyone, has a ready smile and great sense of humor. Despite his feigned lack of interest, Kirk is extremely knowledgeable, quick to work long/off hours and dedicated to completing the job within the allotted time. He has even been known to get out his work gloves and complete tasks himself in order to help the project along.

Kirk is an important member of the Facilities team and contributes to the success of every project that he is involved. He is knowledgeable in all aspects of building construction but his expertise is with electrical/fire alarm systems. Naming Kirk Employee of the Month is one way in which we can recognize how valuable he is.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nancy S. Pickens".

Nancy S. Pickens, R.A.
Director Project Management and Construction (Acting)