

Culver CITY

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INTEROFFICE MEMORANDUM

HUMAN RESOURCES DEPT.
CITY OF CULVER CITY

DATE: June 14, 2016

TO: John Nachbar, City Manager

FROM: Eric Mirzaian, Maintenance Operations Manager

THROUGH: Charles D. Herbertson, Director of Public Works/City Engineer 

SUBJECT: Public Works Department - Maintenance Operations Division
"Employee of the Half-Year" Merit Day Award to David Ambriz

CC: Serena Wright (for inclusion in David Ambriz's personnel file)
David Ambriz

At the Public Works Department semi-annual recognition celebration held on May 19, 2016, I presented David Ambriz, Facilities Maintenance Worker, with the Public Works Department Maintenance Operations Division Employee of the Half-Year award. This award was given in acknowledgement of Mr. Ambriz's exemplary work performance during the period November 2015 – May 2016.

Mr. Ambriz is a very versatile employee, which is a key strength to being an effective Facilities Maintenance Worker. In addition to excellent carpentry skills, Mr. Ambriz provides assistance to the City's Building Engineers in other areas including plumbing, electrical and building repairs. Mr. Ambriz is also very instrumental in working and coordinating with various contractors that the City utilizes for repairs.

Over the past several months, Mr. Ambriz demonstrated his excellent leadership skills serving as Acting Assistant Maintenance Operations Manager along with other employees within the Division and introduced fresh ideas for efficiency within the Division. He was also recently transitioned from limited term to permanent status in his role as Facilities Maintenance Worker after successfully going through a competitive recruitment process. Mr. Ambriz is a hard worker that ready to tackle any assignment asked of him and never hesitates.

In recognition of Mr. Ambriz's outstanding effort during this six-month period, I recommend he receive one (1) working day off with pay, pursuant to Civil Service Rule 15, *Employee Recognition and Incentive Program for Outstanding Job Performance*: Sections 2a, 3b and 3d.

Upon approval, please sign and return to Charles Herbertson:



Approved
John Nachbar, City Manager