An example of employee recognition letters

Dear [Name of employee]

Just a note to show our appreciation for your help and hard work on [name the project or work done]. Had it not been for you we would not have met our deadline and would not have achieved the outstanding end result.

Your attention to detail [list other specific areas where the employee excelled and mention important steps that the project entailed] was very much appreciated.

Thank you once again

Warm regards

[Name]

Sample Employee Recognition Letter To Manager

United States. Veterans Administration

Sample Employee Recognition Letter To Manager:

A Handbook of Employee Reward Management and Practice Michael Armstrong, 2007 The first edition of this book emerged as the definitive guide to reward management and also became an established reference work on human resource management courses around the world It's not hard to see why Covering everything you need to know about reward management in a company the handbook is both highly readable as well as containing an impressive programme of tried and tested techniques for running efficient and motivational reward programmes. The techniques covered include establishing job values and relativities developing grade and pay structures how to reward and review contribution and performance how to reward special groups running employee benefit and pension schemes and so much more This new edition contains new research conducted by E Reward as well as over 30 new case studies and brand new coverage of key topics such as engagement and commitment bonus schemes and rewarding knowledge workers If you are involved in developing reward schemes for staff or are studying human resource management then this book will open your eyes to the latest thinking in staff motivation and reward Remuneration and Talent Management Mark Bussin, 2014-03-30 Dr Mark Bussin together with world class experts who are thought leaders and highly regarded by their peers and clients answered the question e Who can say they find it easy to attract top talent and once they are in the organisation pay them fairly and are able to retain them relatively easily e The global pool of highly skilled employees is in great demand and those with both critical skills and experience come at a hefty price The million dollar question is whether money alone is enough to secure the best talent in the market This is a practical and informative book for managing the tension between talent and remuneration in organisations Contents include The Context to Remuneration Strategy Organisation Design Leadership and Talent Management Components of an Integrated Talent Management Strategy Talent Retention Customising Retention Strategies A Case Study How to Identify Talent Integrated Talent Management Practical Ideas Tools and Tips Engaging Talent The Employee Value Proposition EVP and Talent Rewarding Talent Talent Management and Variable Pay Long term Incentives Attracting Retaining and Leveraging Generation Y Talent Rewarding the Talent at the Top I am Talent Empowering the Individual to Manage His Her Own Career Securing Talent The Role of the Contract of Employment and Restraints of Trade Remuneration as a Talent Investment Strategy Increasing the Value of your Talent PortfolioReviewse Mark once again accomplishes what few authors do writing in an accessible way A must read for HR practitioners consultants students and academics in understanding the mechanics of remuneration and talent management in the South African context e Professor Anita Bosch Lead researcher Women in the Workplace Research Programme Department of Industrial Psychology and People Management Faculty of Management University of Johannesburge This book navigates the reader practically through the labyrinth of reward and talent It unpacks the crucial elements of reward and talent and exposes alignment considerations that will enable the practitioner to establish an employee value proposition with strategic significance e Michelle Pirie Group

CHRO Econet Wirelesse This book truly explores and explains the very critical and often asked question about how to manage remuneration and talent within an organisation It answers that question and more e Willem Verwey Head Remuneration and Benefits Anglo American PlatinumDr Mark Bussin consistently contributes to the development of a host of human resource managers in the remuneration and talent management field in Africa via his corporate and consulting experience wise counsel writings and hundreds of lectures TV and radio interviews He has developed a generation of remuneration and talent experts helped define the field of practice and made a significant contribution to the national level of excellence in these fields

The 1001 Rewards & Recognition Fieldbook Bob Nelson, Dean R. Spitzer, 2003-01-01 A practical motivational handbook explains how to design and manage a rewards or recognition program in the workplace the best ways to recognize the contributions of an individual or group how to develop a low cost recognition program and how to assess its effectiveness accompanied by templates handy reference cards and low cost recognition ideas Original

Compensation and Reward Management R. C. Sharma, Sulabh Sharma, 2024-04-04 This book presents a comprehensive account of the intricacies related to compensation and reward management in Indian organizations a vital strategic feature of HR management It presents a blend of theoretical concepts definitions approaches methods and techniques related to compensation practices being followed likely to be followed in organizations Starting with a conceptual framework it discusses wage determination and wage fixation practices in India salary reviews and reward management policies and processes and procedures in addition to international remuneration with special reference to expatriates and the remuneration of third country nationals In addition to examining the designing and monitoring of salary grade structures including salary progression curves it spells out divergent systems and institutions for wage determination wage fixation practices in Indian organizations Rich in pedagogical features including learning objectives discussion questions individual and group activities the volume also has numerous case studies This book will be useful to students of human resource management business economics corporate finance corporate governance organizational studies strategic management finance business and industry public administration social work and other allied fields **Business Communication Skills** (SEC) Ankita Gaur, Kritika Singh, 2023-10-20 e Books for the first semester of all undergraduate courses in the University of Rajasthan Jaipur following the syllabus in accordance with the National Education Policy NEP 2020 including skill enhancement courses have been published by Thakur Publication Pvt Ltd The Nonprofit Manager's Resource **Directory** Ronald A. Landskroner, 2002-04-30 A newly revised and updated edition of the ultimate resource for nonprofit managers If you re a nonprofit manager you probably spend a good deal of your time tracking down hard to find answers to complicated questions The Nonprofit Manager's Resource Directory Second Edition provides instant answers to all your questions concerning nonprofit oriented product and service providers Internet sites funding sources publications support and advocacy groups and much more If you need help finding volunteers understanding new legislation or writing grant

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A Practical Guide to Government Management Vince Meconi, 2015-03-15 A Practical Guide to Government Management provides a comprehensive yet one volume work on high level government management and can be described as a management book reference book and textbook all in one It is geared towards any upper level government manager public administration student or anyone interested in public sector management Government managers receive limited or no management training and at higher levels focus more on policy than management with negative consequences for the agencies they manage This book seeks to address that dearth written from the point of view of someone who successfully led government organizations for an extended period and faced a wide variety of managerial problems and issues It covers a number of topics seldom discussed and certainly not all in one volume such as handling problem employees cutback management prioritization making decisions gaining control of an organization and telling one s boss the elected official no Leo Strine Chief Justice of Delaware s Supreme Court and a former colleague says that In a time when many Americans are jaded about public service it's refreshing to be reminded that there are talented people who devote their careers to making our government work for the governed Vince Meconi always put the public first in his decades of service in all three branches of government and anyone interested in making government more effective will benefit from his insights and experience Former Delaware Medicaid Director Harry Hill says I have led government agencies managed for multiple Fortune 500 Companies and run my own business Vince Meconi is the best manager I have ever encountered As a student of management myself I collected over 800 books on the subject Most offered little new just a new way of saying the same thing This book has what the others lacked written instructions practical examples and advice for public sector managers from someone who has actually faced all the challenges for a prolonged period It is a management book reference book and textbook all in one Recognizing & Engaging Employees For Dummies Bob Nelson, 2015-08-27 Improve engagement

productivity and motivation with effective employee recognition Recognizing and Engaging Employees for Dummies gives you the tools and information you need to improve morale productivity and personal achievement with a successful employee recognition program Written by a world leading authority in employee recognition this book walks you step by step through the design and implementation process and describes the incentives that work the behaviors to reward and the mechanisms that must be in place for the program to be effective in the long term You ll learn how to pinpoint the places where engagement and recognition could improve the bottom line and how to structure the reward for optimal balance between motivational financial and organizational effectiveness With clear explanations and a fun friendly style this book is your quick and easy guide to boosting productivity profit and customer satisfaction Most Americans who leave their jobs cite lack of recognition as the driving factor When your employees feel appreciated they stick around work harder achieve more and drive your business onward and upward This book shows you how to bring that dynamic to your workplace with step by step quidance and helpful advice Design successful recognition programs Create powerful incentives for employees Reduce turnover improve engagement and drive excellence Foster a happier and more productive workplace Happy employees are productive employees They get results They innovate They are the force behind the advancement of industries Effective employee recognition programs are self sustaining motivational tools that keep the fire lit If you re ready to spark the flame Recognizing and Engaging Employees for Dummies is the ideal guide for designing implementing and maintaining the program your employees have been waiting for The Hiring and Firing Question and Answer Book Paul Falcone, 2002 Fast answers to the most pressing questions about how to safely effectively hire and fire employees **Total Quality Service** D.H. Stamatis, 2018-12-12 Total Quality Service rises to the business challenge of the 90s It explains in the most concise terms possible the principles of TQS The research stands most unhappy customers do not complain Instead they never again buy from businesses that just once left them unsatisfied What then is TOS In the simplest terms it is the true commitment to operationalizing the concept of customer focus establishing service performance standards measuring performance against benchmarks recognizing and rewarding exemplary behavior and maintaining enthusiasm for the customer at all times Companies that do not provide quality service not only won t compete they won t exist Let Total Quality Service put you and your employees on the cutting edge of customer satisfaction Business Studies for Class 12 | CBSE (NCERT Solved) | Examination 2023-2024 | By RK Singla RK Singla, Incentive Awards Notes, 1985 **Basic Business** Health Fitness Management Mike Bates, 2018-11-15 Health Fitness Management Second Edition Communication. provides an in depth picture of the varied and rewarding role of the health and fitness club manager With contributions from leading experts in the fitness industry several new chapters a more practical emphasis enhanced features and the addition of instructor resources this second edition is the most authoritative and field tested guide to management success Whether soothing disgruntled members ensuring club safety and profitability or motivating staff to perform at their best health and

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you promise say the authors but first you must determine what you can promise Building on seven years of research on service quality they construct a model that by balancing a customer's perceptions of the value of a particular service with the customer's need for that service provides brilliant theoretical insight into customer expectations and service delivery For example Florida Power Light has developed a sophisticated computer based lightening tracking system to anticipate where weather related service interruptions might occur and strategically position crews at these locations to guicken recovery response time Offering a service that customers expect to be available at all times and that they will miss only when the lights go out FPL focuses its energies on matching customer perceptions with potential need Deluxe Corporation America's highly successful check printer regularly exceeds its customers expectations by shipping nearly 95% of all orders by the day after the orders were received Deluxe even put U S Postal Service stations inside its plants to speed up delivery time Customer expectations change over time To anticipate these changes Metropolitan Life Insurance Company regularly monitors the expectations and perceptions of their customers using focus group interviews and the authors 22 item generic SERVQUAL questionnaire which is customized by adding questions covering specific aspects of service they wish to track The authors groundbreaking model which tracks the five attributes of quality service reliability empathy assurance responsiveness and tangibles goes right to the heart of the tendency to overpromise By comparing customer perceptions with expectations the model provides marketing managers with a two part measure of perceived quality that for the first time enables them to segment a market into groups with different service expectations OCR GCSE (9-1) Business, Fourth **Edition** Mike Schofield, Alan Williams, 2022-04-29 With up to date case studies of real world businesses this fully updated OCR GCSE 9 1 Business Student Textbook will help your students respond to exam questions with confidence demonstrating how they can structure their answers for maximum impact This Student Textbook includes Fully up to date exam questions with 25% more practice questions and increased practical support for tackling different question types More exam tips and advice with examiner commentary showing how students should approach exam questions Real world case studies new and updated to reflect the developments in e commerce and the impact of recent global and political developments Quick knowledge recall questions throughout the book to help students check understanding and for teachers to use in assessment

Business Communication (For University of Delhi, B.Com Hons., Sem.6) Pooja Khanna, Effective communication is the key to success in life We live in an era where words and gestures play an important role in effective communication Businesses operate in various circumstances and it is paramount that the communication between different parties concerned is clear and effective and also takes into account the cultural sensitivities. This is where the concept of Business Communication comes to play This book written in accordance with the syllabus of the University of Delhi is an attempt to equip the readers with skills required to communicate effectively in a business situation. It would also be useful for the students of BCom BBA and MBA of other universities and for anyone looking to learn the nitty gritties of business.

communication KEY FEATURES Analysis of vital components of business communication Informative use of illustrations examples diagrams and pictures Inclusion of review questions and university examination questions New tools for business communication like emails teleconferencing video conferencing telex fax discussed in detail **English Communication** (For AECC Course, Delhi University) Khanna Pooja, As per the guidelines of Choice Based Credit System CBCS for all Central Universities including the University of Delhi and written specifically for the Ability Enhancement Compulsory Course AECC in English the book introduces students to the theory fundamentals and tools of communication to help them develop vital communication skills that would be integral to personal social and professional interactions With minimal textual emphasis and optimal use of practice exercises an effort has been made to make learning a pleasure for the students While some sections have been included from theoretical point of view several passages have been introduced to expose the reader to more interesting materials KEY FEATURES Easy language Equal emphasis on theory and practice Interactive worksheets incorporated to improve communication skills Equips students to tackle the problem areas in reading and comprehension **Personnel Information Bulletin** United States. Veterans Administration, 1956

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