

Chairman, Employee Awards Committee (001)

February 5, 1968

THRU : Chief, Engineering Division (138)

Chief, Maintenance and Repair Section (138)
Engineering Division

Recommendation for Sustained Superior Performance Award for

Mr. Takeo Isoshima, Plumber-Steamfitter, WA-10

1. Because I believe in a positive action program to grant distinctive recognition at the time it is earned is a good supervisory practice I submit the attached statements.

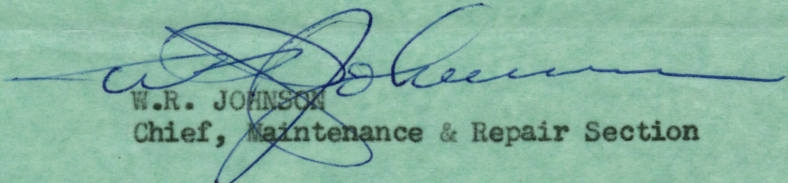
2. During the past year I have had the pleasure and opportunity to observe and evaluate the work performance of Mr. Isoshima. It has been my true observation that this individual has performed his duties in such a manner that this division has received outstanding compliments based on Mr. Isoshima's work in all areas. I submit the attached statement that consists of job requirements and job performance and pertain to Mr. Isoshima, Plumbing-Steamfitting, under my supervision. I recommend that he be given full consideration at this time for the sustained superior performance that he has rendered during the past year.

3. Although you will find the justification for this award attached very simple and brief, I feel obligated to state in this cover memorandum that Mr. Isoshima in his quite pleasing manner has proved himself to be one of this divisions most conscientious and dependable employees. He is dependable to the highest degree. I have found him to be an individual who is not satisfied to just do a job, but he wants it done to perfection, especially if it involves patient care. Mr. Isoshima has found time somewhere on his heavy work load, perhaps used his own time to submit two very beneficial suggestions, for hospital improvements, which are now in process for cash awards. He is a very deversified mechanic. His qualifications are far above just a Plumber-Steamfitter and can be assigned, during leave period and illness, to boiler plant operating, air conditioning, ventilation, refrigeration and heating systems, above all Mr. Isoshima on his own time has taken special training and is now certified welder.

4. Mr. Isoshima's dependable and excellent performance has caused many favorable comments to his supervisor and the Engineering Officer on his excellent relations with hospital patients and other division employee's. During the past year the writer, his immediate supervisor, had the opportunity to observe first hand on Mr. Isoshima's performance on the job. Mr. Isoshima was called in on a emergency by the hospital guard service, on a leaking 2½" high pressure steam line in the crawl space of building # 1, where the main steam risers are located, this was at 12:30 P.M., at night. Could not locate any other employee's so I called Mr. Isoshima who was on leave at the time, asked him to report for duty, as our steam line was leaking in the area where all of our civil defense food rations are stored. Mr. Isoshima response was " I will report

immediately", met Mr. Isoshima at the hospital found him working making repairs and I offered my help. Completed repairs end results true performance of skilled workmanship.

5. I recommend Mr. Isoshima highly to you for consideration and approval of a sustained superior performance award


W.R. JOHNSON
Chief, Maintenance & Repair Section

End. 1 on Chrm, Employee Awards Committee Memo 2/5/68

February 8, 1968
663 (138)

TO : Chairman, Employee Awards Committee (001)

SUBJ: Recommendation for Sustained Superior Performance Award for
Mr. Takeo Isoshima, Plumber-Steamfitter, WA-10

I concur with Mr. Johnson's recommendation, as Mr. Takeo Isoshima is truly one of this division's finest employees.

D.F. PATZMAN
Chief, Engineering Division

JOB REQUIREMENT AND JOB PERFORMANCE STATEMENT
Mr. Takeo Isoshima
Steamfitter-Plumber WA-10
Period: November 30, 1966 thru December 31, 1967

Job Requirements:

Element: Repair and maintenance of plumbing and steam distribution systems of all types in the hospital.

With a few exceptions it is expected that a journeyman steamfitter and plumber will perform the duties assigned to at a journeyman level or other duties in his status.

In the performance of such duties, he must be able to read simple blue prints, use all tools of his trade, and to efficiently perform such duties and at the same time maintain accurate records of the time spent on individual jobs.

Progressiveness and creativity in the interest of patient care.

Element: Dependability

On the performance side Mr. Isoshima can take written or oral instructions and is punctual at all times. He is reliable in all instances, always seems to find time to help others with plumbing and welding problems. He generously gives of his free time to anything pertaining to assistance to patients. He will offer to come in on his day off and can depend on him for excellent results. If his assignment is difficult or unusual he can complete the jobs through the enormous amount of mechanical experience that he possess.

His dependability is highly praised by his fellow employee's. His health is excellent and never has been found to abuse his sick leave. Above all his ever courteous manner to all employee's even while performing difficult tasks makes all of us proud that he is a member of our Engineering staff, to make this a better division for overall patient care.

Job Performance:

When Mr. Isoshima is given any plumbing or steam problems, from his knowledge and skill he is able to use his own initiative to check blue prints for shut off valves, etc.. He maybe involved with many of the divisions and services to perform the necessary duties assigned him at this station. His work is truly skilled, as memo indicates.

This element is rated OUTSTANDING.

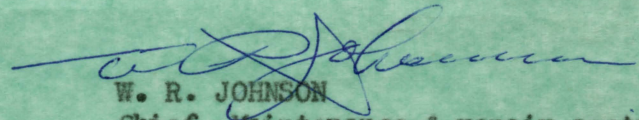
From observations made and discussions with other supervisors and division chiefs, Mr. Isoshima has found time and given his all out effort in the installation of new equipment on the station equipment replacement program. The craftman ship displayed by Mr. Isoshima and his participation on the above projects is worthy of high appreciation.

This element is rated HIGH SATISFACTORY.

Performance of all listed elements are rated outstanding. His last years work has exceeded normal requirements of any journeyman plumber or steamfitter.

This element is rated OUTSTANDING.

I highly recommend a Sustained Superior Performance Award for this individual.


W. R. JOHNSON
Chief, Maintenance & repair section