

MESSAGE EXAMPLES FOR EMPLOYEE APPRECIATION AND RECOGNITION



TOP PERFORMANCE

- I am constantly impressed by your performance. Thank you for your hard work!
- Thank you for using your remarkable talents and skills to fuel our mutual efforts.
- I'm amazed by how you maintain your performance while taking on even more work. You're a superstar!
- A reliable employee is the best gift a leader can ask for. Thank you for being someone I can rely on.
- Your excellent performance is an inspiration to all. Keep up the great work!
- Congratulations on your great victory!
 Only you could have pulled it off!
- Keep working like this, and nothing will be able to stop you!
- Your creative and innovative thinking has put you in a class all your own. No one else can compare.





WORK ETHIC

- Your hard work and dedication is an example to everyone on our team! Thank you for being your best every day!
- It's a great relief for any leader to have a team member who manages themselves. Your effort is deeply, deeply appreciated.
- I'm so grateful for all of your hard work. It definitely hasn't gone unnoticed!
- Only an exemplary employee inspires his boss on a daily basis. You are that employee. Thank you for setting such a great example for everyone in our company!
- Your dedication to your work is helping lead us to success!
- You never do just a good job when you can do a great one. Thank you for the time and effort you put into everything you do!
- You are always responsible and strive to complete your work well and on time. It is very appreciated.



TEAMWORK AND COLLABORATION

- The perfect employee lifts others up instead of pushing them down. Thank you for being a positive influence!
- I'm so grateful that you always take the time to help your coworkers. It's really made our team come together.
- Thank you for being such a team player. We wouldn't be the same without you!
- Your unique perspective adds so much to our team. We're so grateful to have you with us!
- Team members are always talking about your hard work and helpful attitude. Thank you for being such an amazing role model.





PROJECT AND GOAL COMPLETION

- Your hard work and commitment helped us complete our project on time. I'm so grateful to have you with us!
- Thank you for going above and beyond to help us achieve our goal. We wouldn't have made it without you!
- Your extraordinary attention to detail took this project to another level!
- You did a fantastic job helping our team reach its goal. Thank you for setting such a fantastic example!
- Our project wouldn't have been the same without your invaluable insight and creativity!
- Take pride in a job well done, because you are the reason, we achieved our goals!
- By taking one step at a time, you've proven that nothing can get in your way!





WONDERFUL WORKPLACE ATTITUDES

- The office is a happier place with you in it. Thanks for the laughs!
- I love that you always come to work with a bright smile and a fantastic attitude!
- Your sense of humor makes coming to work an absolute delight. Thank you for keeping our spirits high!
- You never fail to make everyone's day better when you're here!
- I've noticed that you always make an effort to encourage your coworkers. Thank you for being such a positive force on our team!
- It's nice to have an employee who is always up for a challenge!
- You take the "im" out of impossible!
- I admire your dedication to always putting forth excellent work.



PERSONAL SUCCESSES

- You've been crushing your personal goals lately. Awesome job!
- I'm so happy that your dedication has paid off in a big way. Keep up the great work!
- Your enthusiasm for developing your talents is truly inspirational.
- Watching you strive to improve has been an inspiration for both me and the entire team. You're amazing!
- You've worked so hard to get where you are. Congratulations on your well-earned reward!
- You've faced challenges and overcome many obstacles, but always have drive to keep going. Thank you for your incredible example of never giving up.





ANNIVERSARIES AND MILESTONES

- It's been so great working with you this year. I look forward to many more years to come!
- We've made it to another employee appreciation day—and it's just another chance for us to express how grateful we are for your first-rate work!
- From day one, your work has always been amazingly high-quality. So thrilled to have you with us!
- I don't know how we could have made it through this year without you! Happy workplace anniversary!
- We're blessed to still have you as part of our team. Here's to a promising future in our organization!
- Your exemplary commitment over the years has been pivotal to this company's success.





THE LITTLE THINGS

- The office kitchen is always spotless after you've been there! Thank you for keeping it so clean.
- I'm so grateful that you're not afraid to ask questions! It helps me be a better leader.
- Your desk is so beautifully decorated! It always brightens my day whenever I walk by it.
- I love that you make such insightful comments during meetings. It makes my job a lot easier!
- Thank you for always being the first to clean up after game time (I won't thank you for always beating me at Uno though!).
- Volunteering to take on the fundraiser was the key to its success. Thank you for your dedication to the worthy cause!
- You make coming to work a pleasure.

