



Transfer Request

Employee Name: Maria Le

Date: 5/11/15

Current Shift/Dept.: 2nd/mv1

Shift Requesting: 1st w/Hiep

Reason: transportation / daughter's school schedule

Date of Requested Transfer: June 1st

Office Use Only

Attendance: Great

Work Performance: PR on 3/24/15 score 4.86

Available Opening: yes

CMG Approval: [Signature]

Operations Manager Approval: _____

Work Restrictions: NA

Current Wage: 9.83 New Wage: _____

Hire Date: 12/22/14