



Transfer Request

Employee Name: Suleiman Adam

Date: ~~01/20/15~~ 10/1/15

Current Shift/Dept.: 2nd shift MUI

Shift Requesting: 1st shift MUI

Reason: Muslim Religious reasons

Date of Requested Transfer: \_\_\_\_\_

Office Use Only

Attendance: Excellent

Work Performance: PR on 8/18/15 score 4.14

Available Opening: yes

CMG Approval: Kelsey Adhidi

Operations Manager Approval: \_\_\_\_\_

Work Restrictions: NA

Current Wage: 9.74 New Wage: \_\_\_\_\_

Hire Date: 5/13/15