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Transfer Request

Employee Name: Dalinna Kheng

Effective Date: 8/02/2021

Current Shift/Dept.: 2nd South

Shift Requesting: 2nd South QA

Reason: opening

Employee Signature: _____

Office Use Only

Attendance: Great

Work Performance: PR 4/17/21 score 4.625

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: [Signature] [Signature]

Work Restrictions: N/A

Current Wage: 13.17 New Wage: \$14.00/hr.

Hire Date: 4/17/18

HR Initials _____