



Transfer Request

Employee Name: Didumo Cham

Effective Date: _____

Current Shift/Dept.: 1N Part Time

Shift Requesting: 2N Full Time

Reason: Opening

Employee Signature: _____

Office Use Only

Attendance: Great

Work Performance: EPR on 9/14/2021 Overall 4.75

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: _____

Work Restrictions: N/A

Current Wage: \$15.00 New Wage: _____

Hire Date: 9/3/2021

HR Initials _____



Transfer Request

Employee Name: Ddumu A Chom

Effective Date: _____

Current Shift/Dept.: 1N Part-Time

Shift Requesting: 2nd North full time

Reason: Babysitter

Employee Signature: *[Signature]*

Office Use Only

Attendance: _____

Work Performance: _____

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: _____

Work Restrictions: N/A

Current Wage: _____ New Wage: _____

Hire Date: _____