



Transfer Request

Employee Name: Issias Teklu

Effective Date: 12/27/2021

Current Shift/Dept.: 2nd South

Shift Requesting: 2nd DC

Reason: Opening

Employee Signature: _____

Office Use Only

Attendance: Great

Work Performance: No EPR on File

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Signature]*

Work Restrictions: N/A

Current Wage: \$15.00 New Wage: \$18.00

Hire Date: 11/29/2021

09/2011

HR Initials *[Signature]*