



Transfer Request

Employee Name: Britney Nguyen

Effective Date: 7/25/2022

Current Shift/Dept.: 1st North

Shift Requesting: 2nd South

Reason: Moving/ Transportation

Employee Signature: _____

Office Use Only

Attendance: Good

Work Performance: No EPR on File

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: [Signature]

Work Restrictions: N/A

Current Wage: \$17.00 New Wage: 15.00

Hire Date: 6/27/2022

09/2011

HR Initials [Signature]