

# EMPLOYEE WARNING NOTICE FORM



Employee Name: Kader Sharif

Date: 12/30/2022

Supervisor Name: Ali Rage and Gai Nguyen

Hire Date: 6/1/2022

- Verbal Warning                       Written Warning                       Final Warning  
 Coaching/Counseling Session       Assignment End                       Termination

**1. Your behavior/actions have been found unsatisfactory for the following reasons:**

- Tardiness                                       Insubordination  
 Damaged Equipment                       Failure to Follow Procedure  
 Absenteeism                                       Failure to Meet Performance Standards  
 Policy Violation                               Poor Work Quality  
 Falsifying Company Documents       Other

**2. Details of Unsatisfactory Behavior/Actions:**

Unexcused absence on 12/29/2022

**3. Prior Warnings:**

Notified upon Hire  
6/29/2022- Verbal for attendance  
7/11/2022- Verbal for attendance  
7/26/2022- Verbal for attendance  
9/14/2022- Verbal for attendance  
10/11/2022- Verbal for attendance  
12/5/2022- Notification for attendance  
12/28/2022- Verbal for attendance

**4. The following immediate corrective action must be taken by the employee.**

Go two months without any unexcused absences or it may result in further disciplinary action.

Employee Signature: [Signature] Date: 1-9-23

Note: Your signature on this form means that we have discussed the situation(s).

Manager's Signature: [Signature] Date: 1-11-23