



Transfer Request

Employee Name: Nasra Serar

Effective Date: _____

Current Shift/Dept.: 2nd South

Shift Requesting: 1st South

Reason: Going back to school

Employee Signature: _____

Office Use Only

Attendance: Great

Work Performance: PR on 11/7/22 score 2.5.

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: _____

Work Restrictions: N/A

Current Wage: \$15.00 New Wage: 15.00

Hire Date: 7/6/22

HR Initials W