



Transfer Request

Employee Name: Anastacio Alvarez

Effective Date: 5/04/2020

Current Shift/Dept.: 1st

Shift Requesting: 2nd

Reason: 2nd Shift hours will work better for him

Employee Signature: _____

Office Use Only

Attendance: Great

Work Performance: PR not done yet

Available Opening: yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: M. Schumacher

Work Restrictions: N/A

Current Wage: \$11 New Wage: _____

Hire Date: 2/26/20