



Transfer Request

Employee Name: Amina Nur

Date: 10/7/16

Current Shift/Dept.: 2nd North

Shift Requesting: 1st North

Reason: _____

Date of Requested Transfer: 10/10/16

Office Use Only

Attendance: Good

Work Performance: PR not done yet

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: [Signature]

Work Restrictions: N/A

Current Wage: 12.00 New Wage: ~~NA~~

Hire Date: 7/27/16

HR Initials [Signature]