



Transfer Request

Employee Name: Andrew Ndubi

Date: 8/29/2018

Current Shift/Dept.: 1st Hormel

Shift Requesting: 2nd Hormel

Reason: Family Issues

Date of Requested Transfer: 9/04/18

Office Use Only

Attendance: Great

Work Performance: EPR 8/20/18 (4.6 - 90 day)

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Signature]*

Work Restrictions: N/A

Current Wage: 11.00 New Wage: NA

Hire Date: 5/22/2018

09/2011

HR Initials *W*