



## Transfer Request

Employee Name: Anna Rihan

Date: 8/15/2018

Current Shift/Dept.: 2<sup>nd</sup> North

Shift Requesting: 1<sup>st</sup> North

Reason: Daycare Issues

Date of Requested Transfer: 8/20/18

Office Use Only

Attendance: Great

Work Performance: N/A

Available Opening: \_\_\_\_\_

CMG Approval: Kelsey Sikkink

Department Manager Approval: M. Schumacher

Work Restrictions: N/A

Current Wage: \$10.00 New Wage: no pay change

Hire Date: 5/21/2018

09/2011

HR Initials

KG for Lisa C.