



Transfer Request

Employee Name: Dalinna Kheng

Effective Date: 3/1/2021

Current Shift/Dept.: 2nd South QA

Shift Requesting: 2nd South Production

Reason: _____

Employee Signature: _____

Office Use Only

Attendance: Good

Work Performance: 4.625 on 4/20/20

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Signature]*

Work Restrictions: N/A

Current Wage: 13.10 New Wage: \$12.92

Hire Date: 4/17/2018

09/2011

HR Initials

[Signature]