



Transfer Request

Employee Name: Hiywet Lewute

Effective Date: 10/29/20

Current Shift/Dept.: 1N Production

Shift Requesting: 1N QA

Reason: opening

Employee Signature: _____

Office Use Only

Attendance: Great

Work Performance: N/A

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: Pandra Junt / M. Kunnacher

Work Restrictions: N/A

Current Wage: \$12.00 New Wage: \$14.00/hr

Hire Date: 10/5/2020

09/2011

HR Initials JK