



## Transfer Request

Employee Name: Take Deng

Effective Date: 10/19/2020

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

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

Reason: Childcare/family

Employee Signature: \_\_\_\_\_

Office Use Only

Attendance: Good

Work Performance: EP 4.6 on 5/13/19

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

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Signature]*

Work Restrictions: N/A

Current Wage: \$14.00 New Wage: NA

Hire Date: 9/25/20

09/2011

HR Initials

*[Signature]*