



Transfer Request

Employee Name: Braydon Houghtelin

Date: 12/19/16

Current Shift/Dept.: 2nd North

Shift Requesting: 1st Tumbler

Reason: Wanted 1st when hired

Date of Requested Transfer: 12/27/16

Office Use Only

Attendance: Good

Work Performance: No PR done yet

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Signature]*

Work Restrictions: N/A

Current Wage: 11.00 New Wage: NA

Hire Date: 12/7/16

09/2011

HR Initials

[Signature]