



## Transfer Request

Employee Name: Carmen Aquino

Date: 10/11/2018

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

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

Reason: \_\_\_\_\_

Date of Requested Transfer: 10/10/18

Office Use Only

Attendance: Great

Work Performance: N/A

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

CMG Approval: Kelsey Sikkink

Department Manager Approval: Kendra Grant

Work Restrictions: N/A

Current Wage: \$13.00 New Wage: \$13.00

Hire Date: 9/24/2018

HR Initials W