



Transfer Request

Employee Name: Channa Mak

Date: 2/9/18

Current Shift/Dept.: 1st South

Shift Requesting: 2nd South

Reason: Tardy Issue

Date of Requested Transfer: 2/5/18

Office Use Only

Attendance: Attendance Great/Tardy Needs Improvement

Work Performance: 9/14/17 score 4.86

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: M Schumacher

Work Restrictions: n/a

Current Wage: 13.18 New Wage: NA

Hire Date: 9/6/12

09/2011

HR Initials

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