



Transfer Request

Employee Name: Chanthy Khit

Date: 8/8/16

Current Shift/Dept.: 1st South

Shift Requesting: 1st North

Reason: _____

Date of Requested Transfer: 8/15/16

Office Use Only

Attendance: Great

Work Performance: PR on 5/31/16 score 4.85

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Signature]*

Work Restrictions: n/a

Current Wage: 12.05 New Wage: NA

Hire Date: 5/25/11

09/2011

HR Initials

[Signature]