



Transfer Request

Employee Name: Angelica Quintero

Effective Date: 9/23/19

Current Shift/Dept.: 2nd North Seasonal

Shift Requesting: 1st North Seasonal

Reason: Daycare Issues

Employee Signature: _____

Office Use Only

Attendance: Good

Work Performance: N/A

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: [Signature]

Work Restrictions: N/A

Current Wage: \$14.00 New Wage: NA

Hire Date: 9/9/2019

09/2011

HR Initials [Signature]