



Transfer Request

Employee Name: Deko Diriye

Date: 11/10/2017

Current Shift/Dept.: 1st South

Shift Requesting: 2nd South

Reason: Going to school

Date of Requested Transfer: 11/13/2017

Office Use Only

Attendance: Great

Work Performance: N/A

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Signature]*

Work Restrictions: N/A

Current Wage: \$10.00 New Wage: N/A

Hire Date: 9/11/2017

09/2011

HR Initials

[Signature]