



## Transfer Request

Employee Name: Habitamu Asmare

Effective Date: 1/25/2021

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

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

Reason: Personal

Employee Signature: \_\_\_\_\_

Office Use Only

Attendance: Great

Work Performance: 5/7/20 score 4.875

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

CMG Approval: Kelsey Sikkink

Department Manager Approval: M Schumacher

Work Restrictions: N/A

Current Wage: \$16.00 New Wage: \_\_\_\_\_

Hire Date: 5/10/2018

09/2011

HR Initials \_\_\_\_\_