



Transfer Request

Employee Name: Halimo Mohamed

Date: 11/23/16

Current Shift/Dept.: 1st North

Shift Requesting: 2nd North

Reason: Daycare closed

Date of Requested Transfer: 11/28/16 *dcmy*

Office Use Only

Attendance: Currently on written

Work Performance: PR on 11/28/16 is score 4.42

Available Opening: Yes

CMG Approval: *Kelsey Sikkink*

Department Manager Approval: *MSkinnak*

Work Restrictions: N/A

Current Wage: 10.00 New Wage: *N/A*

Hire Date: 8/24/16

09/2011

HR Initials *ll*