



Transfer Request

Employee Name: Jordan Matrious

Date: 4/19/17

Current Shift/Dept.: 1st DC

Shift Requesting: 1st Tumbler

Reason: _____

Date of Requested Transfer: 4/24/17

Office Use Only

Attendance: Currently at a final

Work Performance: PR not done yet

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: M Schumacher

Work Restrictions: N/A

Current Wage: 12.00 New Wage: \$11.00

Hire Date: 2/8/17

09/2011

HR Initials le