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Transfer Request

Employee Name: Jose Marquez

Date: 9/15/14

Current Shift/Dept.: Hormel, 2nd shift

Shift Requesting: 2nd shift QA (Hormel)

Reason: Position opening

Date of Requested Transfer: ?? 9/16/14

Office Use Only *Started 9/8/14 no review yet*

Attendance: Written warning

Work Performance: _____

Available Opening: yes

CMG Approval: _____

QA Manager/Product Manager Approval: Kendra Lunt/ *Abelmannacher*

Work Restrictions: None