



**Employer
Solutions
Staffing
Group LLC**

Separation Report

Employee Name: Ayen Kang
 Client Company: Reichel Foods Separation Date 8/22/11

Reason for Separation or Refusal

(Please check one of the following)

Voluntary (Resignation, Job Abandonment, etc.)

- ☒ Attach Letter of Resignation (if available)
 - ☒ Date employee quit on 8/19/11
 - ☒ Was there full time work for the employee when he/she quit? Yes No
- Please give a detailed explanation of the circumstances, including any statements made by the employee at the time of separation. (Complete Explanation of Separation below.)

Involuntary (Layoff, Company Termination, Death, etc.)

- ☒ Attach Warnings (if available)
- ☒ Discharged for misconduct connected with work on ___/___/___
- ☒ Describe what the worker did or failed to do which caused the discharge. Explain the specific act of misconduct; avoid general terms like "absenteeism", "violation of rules"; tell what rule was violated and why, how often absent, etc. (Complete Explanation of Separation below.)
- ☒ The worker was terminated for unsatisfactory job performance. (Complete Explanation of Separation below.)

Explanation of Separation: (use additional sheets if necessary)

Ayen has not returned from her leave of absence as planned, was scheduled to return to work on Tues. 8/16. Ayen has been a NCNS for a week. We are inactivating her file as Quit-Job Abandonment.

I certify my statements are true and correct.

Supervisor's Signature: Quily Theriot Date: 8/24/11