



**Employer
Solutions
Staffing
Group LLC**

Separation Report

Employee Name: Tesha Reynolds
 Client Company: Richel Foods Separation Date 4/4/12

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 ___/___/___
- 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 3/28/12
- 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)*

Tesha's background check results came back with felonies, she didn't disclose this information on her application listed 1 misdemeanor. For this reason, her assignment has ended.

I certify my statements are true and correct.

Supervisor's Signature: Quily Thomas Date: 4/4/12