



**Employer
Solutions
Staffing
Group LLC**

Separation Report

Employee Name: Charles Nordsving
 Client Company: Richel Foods Separation Date 10/24/12

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 10/19/12
 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)

Charles failed his drug test.

I certify my statements are true and correct.

Supervisor's Signature: Amily Theros Date: 10/24/12