



## Transfer Request

Employee Name: Loun Koeung

Date: 10/11/2017

Current Shift/Dept.: 1<sup>st</sup> Hormel

Shift Requesting: 2<sup>nd</sup> Hormel

Reason: Taking care of Grandkids

Date of Requested Transfer: 10/16/2017

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Office Use Only

Attendance: Great

Work Performance: PR done on 4/3/17 score 4.75

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: M Schumacher

Work Restrictions: N/A

Current Wage: 12.14 New Wage: NA

Hire Date: 3/31/09

09/2011

HR Initials JS