



Transfer Request

Employee Name: Mekides Berihun

Effective Date: currently working production per Cham email on 1/17/20

Current Shift/Dept.: 2nd QA North

Shift Requesting: 2nd Production North

Reason: Would like to go back to production

Employee Signature: _____

Office Use Only

Attendance: Good

Work Performance: 12/17/19 score 4.62 – 90 day

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: *Mekides Berihun* / *Kendra Hunt*

Work Restrictions: N/A

Current Wage: \$13.00 New Wage: \$10.00

Hire Date: 9/4/2019 hired as seasonal, went permanent on 1/13/2020

09/2011

HR Initials *W*