



Transfer Request

Employee Name: Manuel Rodriguez

Date: 8/29/2018

Current Shift/Dept.: 2nd North Perm

Shift Requesting: 2nd South Seasonal

Reason: Transportation issues

Date of Requested Transfer: 9/4/18

Office Use Only

Attendance: Great

Work Performance: N/A

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: [Signature]

Work Restrictions: N/A

Current Wage: \$11.00 New Wage: \$12.00 with no benefits

Hire Date: 8/27/2018

09/2011

HR Initials u