



# Transfer Request

Employee Name: Mohamed A Mohamed

Effective Date: 3/5/20

Current Shift/Dept.: 3<sup>rd</sup> Sanitation

Shift Requesting: 2<sup>nd</sup> North or South

Reason: \* Excessive Absenteeism

Employee Signature: \_\_\_\_\_

*declined  
all positions  
offered.*

Office Use Only

Attendance: Needs improvement

Work Performance: PR on 1/13/20 score 3.25

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: \_\_\_\_\_

Work Restrictions: N/A

Current Wage: 15.45 New Wage: \$11 South \$12.00 North

Hire Date: 1/9/18

HR Initials \_\_\_\_\_