



## Transfer Request

Employee Name: Porsha Chanhma

Date: 10/29/2018

Current Shift/Dept.: 2<sup>nd</sup> North Seasonal

Shift Requesting: 1<sup>st</sup> North Seasonal

Reason: Need 1<sup>st</sup> Shift

Date of Requested Transfer: 11/05/18

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: \$14.00 New Wage: NA

Hire Date: 10/23/2018

09/2011

HR Initials *[Signature]*