



## Transfer Request

Employee Name: Samira Ali

Date: 8/12/16

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

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

Reason: Lives closer to South plant

Date of Requested Transfer: 8/17/16

Office Use Only

Attendance: Great

Work Performance: PR not done yet

Available Opening: \_\_\_\_\_

CMG Approval: Kelsey Sikkink

Department Manager Approval: [Signature]

Work Restrictions: N/A

Current Wage: \$12.00 New Wage: \$10<sup>00</sup>

Hire Date: 8/1/16

HR Initials [Signature]