



Transfer Request

Employee Name: Sitin Shone

Date: 11/12/18

Current Shift/Dept.: 2nd QA

Shift Requesting: 2nd North

Reason: _____

Date of Requested Transfer: 11/13/18

Office Use Only

Attendance: Great

Work Performance: Not done yet

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: M Schumacher / Kendra Gunt

Work Restrictions: N/A

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

Hire Date: 10/8/18

09/2011

HR Initials ce