



Transfer Request

Employee Name: Soknal Reth

Date: 8/24/16

Current Shift/Dept.: 1st South

Shift Requesting: 2nd South

Reason: Going back to school

Date of Requested Transfer: 9/6/16

Office Use Only

Attendance: Great

Work Performance: No PR done yet

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: M. Elmadh

Work Restrictions: N/A

Current Wage: \$10.00 New Wage: NA

Hire Date: 07/27/16

09/2011

HR Initials UC