



Transfer Request

Employee Name: Soukheng Do

Date: 8/14/2017

Current Shift/Dept.: 2nd South

Shift Requesting: 1st North

Reason: Needs to help daughter in the evenings

Date of Requested Transfer: ~~8/14/2017~~ ^{ms} 10/05/17

Office Use Only

Attendance: Great

Work Performance: EPR 6/5/17 Score 4.875

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: _____

Work Restrictions: N/A

Current Wage: \$10.35 New Wage: NA

Hire Date: 6/1/2016

09/2011

HR Initials _____