

9/16/19



# Transfer Request

Employee Name: Sovannvotey Meng

Effective Date: 9/16/19

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

Shift Requesting: 2<sup>nd</sup> North QA

Reason: Opening

Employee Signature: *[Handwritten Signature]*

Office Use Only

Attendance: Great

Work Performance: Not done yet

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

CMG Approval: Kelsey Sikkink

Department Manager Approval: *[Handwritten Signature]*

Work Restrictions: N/A

Current Wage: \$14.00 seasonal New Wage: \$13/hr + benefits - Full time /  
new start date

Hire Date: 7/17/2019

09/2011

HR Initials *[Handwritten Initials]*