



## Transfer Request

Employee Name: Sreng Hong

Date: 6/21/19

Current Shift/Dept.: 1<sup>st</sup> North

Shift Requesting: 1<sup>st</sup> South

Reason: Lives closer to North

Date of Requested Transfer: 7/01/19

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Office Use Only

Attendance: Great

Work Performance: PR not done yet

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: [Signature]

Work Restrictions: N/A

Current Wage: 10.00 New Wage: NA

Hire Date: 6/19/19

09/2011

HR Initials [Signature]