



Transfer Request

Employee Name: Terrek Evans

Date: 9/14/18

Current Shift/Dept.: 1st South

Shift Requesting: 2nd South

Reason: Brother got a new job on 2nd shift so he needs to go to 2nd shift for transportation. _____

Date of Requested Transfer: 9/17/18

Office Use Only

Attendance: Great

Work Performance: No PR done yet

Available Opening: yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: M. Schymach

Work Restrictions: N/A

Current Wage: 10.00 New Wage: 10⁰⁰

Hire Date: 9/13/18

09/2011

HR Initials