



Transfer Request

Employee Name: Trinh Nguyen

Effective Date: 3/23/2020

Current Shift/Dept.: 2nd South

Shift Requesting: 1st South

Reason: Day Care issues due to no school

Employee Signature: _____

Office Use Only

Attendance: Good

Work Performance: _____

Available Opening: _____

CMG Approval: Kelsey Sikkink

Department Manager Approval: M. Lummachi

Work Restrictions: N/A

Current Wage: \$14.50 New Wage: NA

Hire Date: 1/20/2011

09/2011

HR Initials

je