



We will demonstrate leadership and service excellence to promote the Board as an exemplary employer"

REQUEST FOR TRANSFER

Application Period: April 1 to April 15, 2016 (4:00 p.m.)

Consideration Period: April 16, 2016 to April 15, 2017

EMPLOYEE POSITION INFORMATION

Name	_____	Seniority Date	_____
Position	_____	F.T.E.	_____
Location	_____	Telephone #	_____

REQUESTED LOCATION(S) OF TRANSFER

1. _____	3. _____
2. _____	4. _____

Date of Request

Employee Signature

.....
OFFICE USE ONLY
.....

Date Request Received _____

Transfer Date _____

Cancellation Date _____

Original: Human Resources

Copy: OS.S.T.F. District 21 (OCTU)