

# TRANSFER REQUEST BY A CURRENT EMPLOYEE

Employee's Name: \_\_\_\_\_

Current Position: \_\_\_\_\_

Current Salary: \_\_\_\_\_

Position Applying For: \_\_\_\_\_

Job Announcement Date: \_\_\_\_\_

Closing Date: \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_

Reason for Interest in this Position:  
\_\_\_\_\_  
\_\_\_\_\_

Knowledge, Skills, Abilities, Licenses, Training, etc., attained since initial  
employment with Guadalupe County:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date