

**UW Madison
Blue Collar Multi-Shift Form**



	University Staff
When to use this form?	This form must be completed in order to be considered for a blue collar multi-shift transfer within your division. The form must be completed and submitted to the Divisional HR representatives for a specific vacancy no later than 4:30 pm on the deadline date listed on the Vacancy Notice form.
Contact with questions:	Cinthy Canicoba 608-262-6593 cinthya.canicoba@wisc.edu FP&M Human Resources 30 North Mills Street, Room 362 Madison WI 53715
Submit completed form to:	The box outside of Room 18 at: 45 N Charter, St Madison, WI 53715

Division Seniority Date <i>(to be filled in by HR)</i> :
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Employee ID <i>(Found on the Earnings Statement)</i> :
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REQUEST FOR TRANSFER

Position Title:		Position Vacancy ID <i>(Required)</i> :	
Last Name	First Name	M.I.	
Street Address			
City	ST	Zip Code	
Home Phone	Cell Phone	E-Mail	
Current Title			
Current Employing Unit			

Signature

Deadline to apply is during the seven (7) calendar-day period from posting date.

One (1) Position Vacancy ID number per card

If you have questions regarding the Blue-collar Multi-shift process please contact your division Human Resources Office at 608-262-6593, contact the Office of Human Resources at 608-265-2257 or send an email to cinthya.canicoba@wisc.edu. Please contact Cultural Linguistic Services if you need assistance understanding this information in Spanish (*Español* 608-265-4691 o 608-265-0838), Hmong (*rau lus Hmoob* 608-263-2217), Tibetan (རོད་ཡིག 608-890-2545) or Chinese (汉语 608-890-2628).