



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES
1108 Bissell Avenue
Richmond, CA 94801
(510) 620-2112
Fax (510) 236-0171

REQUEST FOR VOLUNTARY TRANSFER

PLEASE PRINT

Date: _____

Name: _____

Address: _____

City State Zip Code

Telephone #: _____

Current Classification

Current Work Site

I wish to apply for the transfer to:

<u>Work Location</u>	<u>Classification</u>	<u>Range</u>	<u>Memo #</u>
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Signature

A separate request must be submitted for each vacancy in which you are interested.

After request is completed, please return the form to Human Resources.