

November 23, 2011

MEMORANDUM FOR: ALL EMPLOYEES

SUBJECT: PERSONNEL CHANGE ORDER 2011- #25

CLERK CRAFT

The clerks at Freedom Station that are listed below will observe a schedule change effective Saturday, November 26, 2011.

EMPLOYEE	CURRENT START TIME	NEW START TIME
MICHELL ALLMAN	3:00 AM	3:30 AM
PAULA PRESSLEY	4:00 AM	3:30 AM
EMMA ROSS	4:00 AM	3:30 AM

The clerks at Downtown Station that are listed below will observe a schedule change effective Saturday, December 3, 2011.

EMPLOYEE	CURRENT START TIME	NEW START TIME
WILLETTE BAKER	6:00 AM	5:00 AM
JEFFREY BORDERS	4:00 AM	5:00 AM
SHENITA BOST	6:30 AM	7:00 AM
GERALDINE COUNCIL	4:00 AM	5:00 AM
JULIE KIRKPATRICK	7:15 AM	8:15 AM
MICHAEL LAWTON	6:30 AM	6:00 AM
RICHARD PURRELL	6:00 AM	7:00 AM

Nancy Daugherty
Human Resources Generalist Principal