

**DEPARTMENT OF GENERAL SERVICES  
BARGAINING UNIT 15  
POST AND BID  
REASSIGNMENT/TRANSFER REQUEST FORM**

|  |       |      |      |  |              |    |
|--|-------|------|------|--|--------------|----|
| CURRENT CLASSIFICATION:                          |       |      |      | POSITION NUMBER:<br>308-       -2011-              |              |    |
| EMPLOYEE NAME:<br>(PLEASE PRINT)                 | FIRST | M.I. | LAST | OFFICE/BRANCH NAME                                 |              |    |
| PRESENT WORK LOCATION<br>(ADDRESS/CITY/ZIP CODE) |       |      |      | WORK TELEPHONE NUMBER<br>(       )       -         |              |    |
| PRESENT WORK WEEK START<br>AND END DAYS ARE:     | START | TO   | END  | PRESENT SHIFT HOURS<br>BEGIN AND END:              | SHIFT BEGINS | TO |
| CURRENT SUPERVISOR IS:                           |       |      |      | SUPERVISOR'S TELEPHONE NUMBER<br>(       )       - |              |    |

Pursuant to the provisions of the July 02, 2013 through July 01, 2016 SEIU/LOCAL 1000 UNIT 15 MOU, I hereby request that I be considered for the vacant position as referenced below.

|   |  |                                       |                                      |
|---|--|---------------------------------------|--------------------------------------|
| RPA Number:<br>10904- BPM                         | Post & Bid File By Date on JOB:<br>03/18/16    | City Location of Position<br>Stockton | Position Number:<br>308-057-2011-937 |
| Working Days of Position<br>Monday through Friday | Working Hours of Position:<br>5:00AM to 1:30PM | Classification:<br>CUSTODIAN          |                                      |

I certify that I am currently a **full-time permanent** employee having successfully passed my probationary period in the classification above with the Department of General Services.

I understand that the bidder with the most continuous permanent full-time statewide seniority in the class (regardless of department) will be offered the position. If I am the most senior bidder and am offered the position, I have a maximum of three (3) work days to accept or reject the job offer unless a longer period is agreed to by the hiring supervisor.

|                    |      |
|--------------------|------|
| EMPLOYEE SIGNATURE | DATE |
|--------------------|------|

This bid form must be submitted Ron Sudweeks, at Building and Property Management Branch, Region II – Stockton Management Unit, 31 E. Channel Street, Suite 108, Stockton, CA 95202 and received by 03/18/16 which is the Post & Bid File By date.

Hiring Office: Please forward all bid forms Sondra Marchand **after** the Post & Bid File By date for seniority calculations.

| FOR PERSONNEL USE ONLY |  |                        |  |                    |  |
|------------------------|--|------------------------|--|--------------------|--|
| TENURE/TIME BASE       |  | APPOINTMENT DATE       |  | SENIORITY (MONTHS) |  |
| SSN                    |  | SENIORITY VERIFIED BY: |  | DATE VERIFIED:     |  |