

Appeal to employer in regards to location switch



**ASSIGN
BUSTER**

October 20, Dr. Paul Bergh Reproductiv Medicine Associates Dear Sir, With regards to the recent changes at the Somerset office, I am courteously requesting to be transferred back to Somerset as staff nurse. I am currently working at West Orange which is forty miles from my university and I believe that if I would be transferred back to Somerset office, it would be more beneficial to the company since I live nearby and I can come in as early or late as needed as well as open and close the office during inclement weather.

Aside from the benefits that I can contribute to the company by living nearby, transferring me back as a staff nurse to Somerset would also be of great advantage to the office because I have received multi-training and I am currently in the process of completeing my bachelor's degree at Kean University's off-site program located at Branchburg, NJ. Transferring to Kean campus would not be possible because the courses offered at Branchburg are only offered at weekends at Kean campus and I cannot enroll for the weekend schedule due to my weekend commitments at RMA.

Furthermore, as a nurse at RMA of Somerset I am very familiar with the patient population and have earned an excellent reputation by working well with the staff. I have also been the nearest staff living nearby that braved storms to keep our office up and running and, with your kind permission, I will again be the closest RN to run our office even during bad weather.

Thank you very much in advance and I am hoping for your consideration regarding this concern.

Sincerely,