



Alberta Health Services  
Human Resources  
10301 Southport Lane SW  
Calgary, Alberta T2W 1S7



Southern Alberta Regional Office  
300 1422 Kensington Road NW  
Calgary, Alberta T2N 3P9

## UNA SENIORITY DATE CHANGE REQUEST FORM

Please forward to Human Resources via fax only at 943-1399

Please allow for (7) days upon submission for change to be made on the employee record

|   |   |
|---|---|
| Employee Name (please print):           |   |
| Do you work in:                         | <input type="checkbox"/> Urban AHS <input type="checkbox"/> Rural AHS <input type="checkbox"/> Both |
| Employee number(s):                     |   |
| Department/Unit/Site:                   |   |
| Request approved by:<br>(UNA signature) |   |
| Date:                                   |   |
| UNA Local:                              |   |
| Current Seniority Date:                 |   |
| <b>New Seniority Date:</b>              |   |

### For Human Resources/TSSI Use Only:

**Date Received:**

\_\_\_\_\_  
HR Assistant/Initial

**Date Change Made on System:**

\_\_\_\_\_  
HR Administrator – Via fax: 1-866-546-5480

cc: Employee File