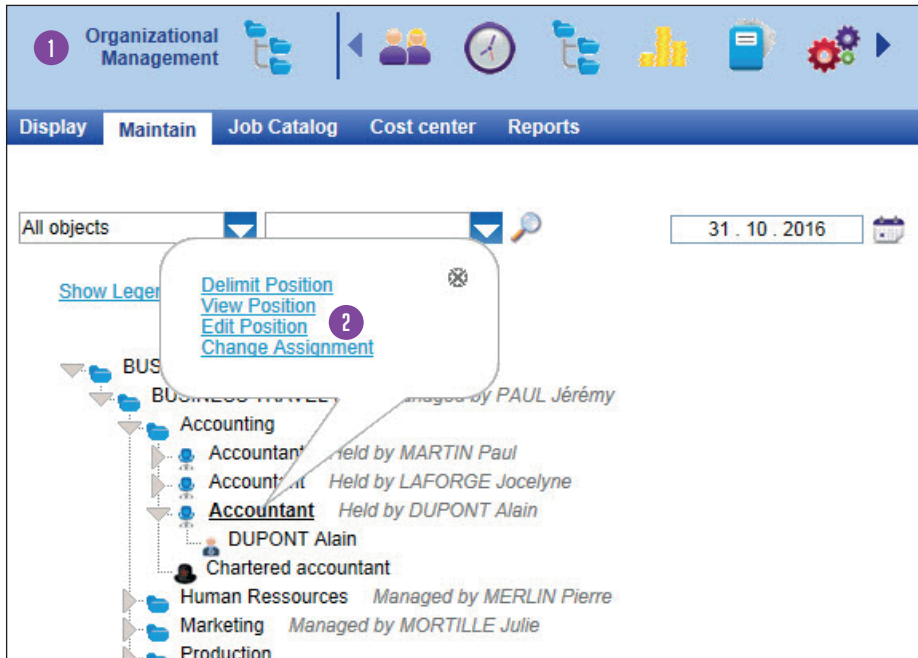
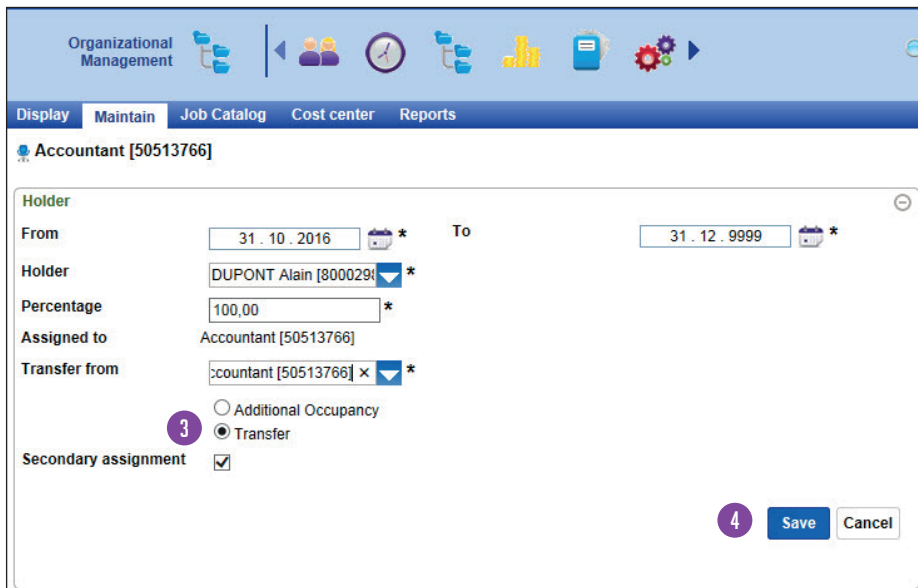


# EMPLOYEE TRANSFER BETWEEN POSITIONS

HRonline 31\_1\_Employee transfer between positions\_HR



- 1 Go to Organizational Management > Maintain.
- 2 Select the new position (Previously created: see the HRonlineLux 08\_1\_Position creation help card) and click on Edit Position.



- 3 In the Holder widget, enter the start / end date, click on Transfer and confirm the transfer department
- 4 Click on Save.