|  |  |
| --- | --- |
| Name:       | Department:       |
| Last day of employment:       | Supervisor:       |

What prompted you to seek alternative employment?

|  |  |
| --- | --- |
| [ ]  Type of Work | [ ]  Quality of Supervision |
| [ ]  Compensation | [ ]  Work Conditions |
| [ ]  Career Advancement Opportunity | [ ]  Family Circumstances |
| [ ]  Company Culture | [ ]  Other:       |

Were the duties and demands of the job described accurately during the initial interview process?

Were you given adequate training to perform the job? What are some areas for improvement?

What improvements can you suggest to the organization, to your department or to your job (to make it easier, more challenging and more interesting)?

Were you and your supervisor able to work together effectively? What improvements could have been made?

How could your supervisor have helped you more on the job?

What did you like most about working here?

What did you like least about working here?

What factors contributed to your decision to leave? What might have been done to prevent you from leaving?

Were you satisfied with the benefit package (health, dental, retirement, tuition assistance, etc.)? What improvements would you suggest, if any?