

Exit Interview Form



Name: _____ Date: ____/____/____

Position(s)? _____

We would appreciate it if you would take a few minutes to respond to the questions below. Thank you.

Why are you leaving? _____

Would you describe your working relationship (with respect to both your particular job and your relationship with fellow workers) as pleasant or unpleasant?

Did you feel that your job was important/significant to the overall operation of XXX?

Yes No

Did you feel recognized by your supervisor and/or peers for your accomplishments?

Yes No

Are there any particular practices or working conditions that either led to your decision to resign or that you feel are detrimental to a satisfactory working environment? If so, do you have any suggestions on how to eliminate them?

Are there any practices or working conditions that you feel are particularly beneficial to an effective working relationship and environment and that should be maintained?

Would you care to make any other comments?
