**EXIT INTERVIEW QUESTIONNAIRE**

**(Employee Comments)**



|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name: | | | |  | | | | | | | | | |
| Title: | | |  | | | | | | | | | | |
| Supervisor: | | | | |  | | | | | | | | |
| Last Day of Employment at FTCC: | | | | | | | |  | | | | | |
| 1. | What is your reason for leaving? | | | | | | | |  | | | | |
|  |  | | | | | | | | | | | | |
| 2 a. | | Are you accepting other employment? | | | | | | | | YES |  | NO |  |
| b. | | When? | | | |  | | | | | | | |
| c. | | Where? | | | |  | | | | | | | |
| d. | | What is your position? | | | | |  | | | | | | |
| 3 a. | | What did you like about your employment at FTCC? | | | | | | | | | | | |
|  | |  | | | | | | | | | | | |
|  | |  | | | | | | | | | | | |
| b. | | What did you dislike about your employment at FTCC? | | | | | | | | | | | |
|  | |  | | | | | | | | | | | |
|  | |  | | | | | | | | | | | |
| 4. | | Do you have any comments to make concerning your supervisor? | | | | | | | | | | | |
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**Exit Questionnaire Page 2**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 5. | What is your opinion of the following employee benefits | | | | | |  |
|  | Insurance: |  | | | | | |
|  |  | | | | | | |
|  | Annual Leave: | | |  | | | |
|  |  | | | | | | |
|  | Sick Leave: | |  | | | | |
|  |  | | | | | | |
|  | Holiday Leave: | | | |  | | |
|  |  | | | | | | |
|  | Retirement Plan: | | | | |  | |
|  |  | | | | | | |
| 6. | What condition or circumstance, if altered, would have prevented your leaving FTCC? | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
| 7. | Would you recommend FTCC to your friends as a good place to work? | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
| 8. | What suggestions would you offer to improve working conditions or employee relations? | | | | | | |
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|  |  | | | | | | |

# Exit Questionnaire Page 3

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| --- | --- | --- |
|  | Forwarding Address: |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | Phone Number: |  |