

## Exit Interview Questionnaire

Employee Name		Interview Date	
Job Title		Original Start Date	
Manager/Supervisor		Last Day of Work	
1.	How would you describe [Your company here] as a place to work? Explain.	<input type="checkbox"/> Good	<input type="checkbox"/> Excellent
		<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor
2.	What is your primary reason for leaving?		
3.	Did anything trigger your decision to leave?		
4.	What was the most satisfying thing about your job?		
5	What was the least satisfying thing about your job?		
6.	Did the organization help you fulfill your career goals? Did you receive adequate support and encouragement?		
7.	How could the organization have enabled you to make fuller use of your talents and skills?		
8.	Did anyone in this organization discriminate against you, harass you, or cause hostile working conditions? (Important to follow up if they say yes) Explain.		
9	Under what conditions would you have stayed? Was there anything we could have done earlier on to prevent your leaving?		
10	Would you recommend this organization as a quality employer? Why or why not.		