

Exit Interview

Employee Name:	
Position:	Date of Hire:
Location:	Last Day Worked:
Supervisor:	Length of Service:

What prompted your decision to leave?

	Compensation
	Job Dissatisfaction (type of work, level of challenge, etc.)
	Leadership (leadership style, personality and/or overall expectations of leader)
	Work/Life Balance (working too much without enough time away from work)
	Lack of Opportunity
	Contract Expire (not third party, leaving due to a contract ending/expiring)
	Culture/Environment
	Return to school
	Relocation
No Exit Interview Reasons:	
	Transfer to another diocesan location
	Mutual Consent
	Retirement
	Death
	Unknown (reason not disclosed/job abandonment)

What did you like most about your job?

What did you like least about your job?

Do you feel training opportunities were made available to you?

Do you think your current supervision was fair and reasonable? If not, please explain.

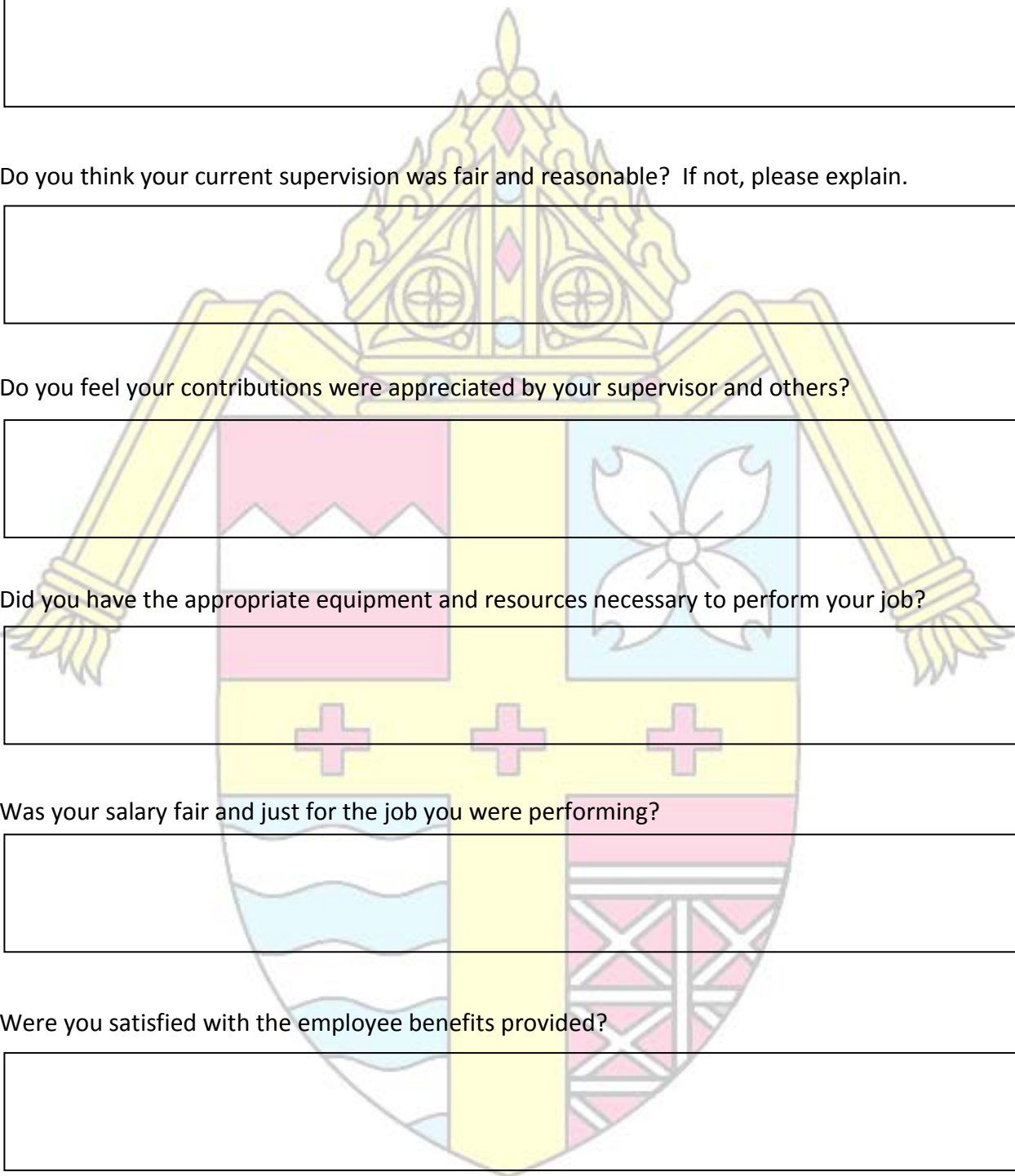
Do you feel your contributions were appreciated by your supervisor and others?

Did you have the appropriate equipment and resources necessary to perform your job?

Was your salary fair and just for the job you were performing?

Were you satisfied with the employee benefits provided?

Was the physical working environment comfortable and conducive to productivity?



Was the job realistically presented to you when you were hired or moved into your most recent position?

Do you have any suggestions for improvement?

Are there any changes which could have been made to prevent you from leaving?

Interviewer

Date

