

▲ Click above to insert your company logo

We would like to have your comments regarding your employment with our company. Completion of this exit interview is entirely voluntary. If you choose to complete it, please return it to us and we will keep your remarks confidential.

Name

Date

Forwarding Address

City

State

Zip Code

1. Why are you leaving the company?

2. What did you enjoy most about working here?

3. What did you enjoy least about working here?

4. What could the company have done or provided to help you become even more productive?

5. How was your relationship with your supervisors?

6. Do you think the compensation you received is competitive with what others doing the same or similar jobs for other companies receive?

7. If you are leaving the company for another job, we would appreciate the following information:

New company: _____

New job title and duties: _____

Is the new job a step up for you in terms of compensation and/or status? Yes No

8. Other comments?

Thank you for your assistance. Good luck to you in the future.