



DEPARTMENT OF HUMAN RESOURCES

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EXIT INTERVIEW QUESTIONNAIRE

The Town of Davie wants to better understand what our employee’s value most in the workplace and why they leave. We would appreciate your honest responses to all of the questions on the survey. The information that you provide is confidential and will be used as part of the Town’s continuing efforts to improve policies, practices, and programs as well as to develop training opportunities that will create a more favorable workplace and work experience.

Employee’s Name: _____ **Employee’s Title:** _____

Department: _____

1. Have you accepted employment with another organization? Y [] N []

2. Please indicate the factors affecting your decisions (check all that apply):

[] Career Goals _____

[] Salary/Wages _____

[] Location _____

[] Working Conditions _____

3. What did you like best about your employment with the Town of Davie?

4. What did you like least about your employment with the Town of Davie?

5. Please provide suggestions which could be made to enhance the effectiveness of operations within your department/Town of Davie.

Please indicate **YES** or **NO** in response to the following statements (questions 6 - 11):

- 6. Expectations of my position were clearly explained to me during my employment.
Yes [] **No** []
- 7. There was potential for my career advancement with the Town of Davie.
Yes [] **No** []
- 8. There was potential for advancement within my department.
Yes [] **No** []
- 9. The benefits package I received as an employee for the Town of Davie was satisfactory to me.
Yes [] **No** []
- 10. The educational opportunities for training and professional development were provided to me.
Yes [] **No** []
- 11. I would recommend the Town of Davie as a place of employment to my family and friends.
Yes [] **No** []

Comments (*please elaborate on any "NO" responses made in the section above*)

Employee Signature (optional)

Date Completed

Thank you for your cooperation. Best wishes in your future endeavors!