## University of Colorado Boulder

**Department Name**

## Exit Interview Questionnaire

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee ID#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Termination Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department:

**Reason(s) for Termination (check all that apply)**

⃞ Accepting another job

⃞ New job offers greater compensation

⃞ New job offers great responsibility or autonomy

⃞ Dissatisfaction with Supervisors or co-workers

⃞ Employee health, including pregnancy

⃞ Family health, including children

⃞ Education

⃞ Relocation

⃞ Retirement

⃞ Low morale

⃞ Change in personal goals

⃞ Lack of challenges

⃞ Stressful work environment

⃞ Lack of growth opportunities and learning opportunities

⃞ Lack of coaching, training and mentoring

⃞ Lack of motivation

⃞ Lack of trust and confidence in the boss/management

⃞ Other

**Reactions and Opinions**

Please rate each of the listed factors based on the scale below:

1. N/A or no opinion
2. Excellent
3. Good
4. Average
5. Fair
6. Poor

Supervision:

 Adhere to established policies and practices

 Gives fair and equal treatment

 Recognizes good performances and accomplishments

 Develops cooperation

 Encourages suggestions and innovation

 Gave adequate support to do your job

 Gave enough feedback about your performance between merit reviews?

**Additional Feedback:**

Did anything trigger your decision to leave?

Most satisfying thing about the job?

Least satisfying thing about the job?

Did you receive adequate training to do your job effectively?

What could your immediate supervisor do to improve his/her management style?

Would you recommend working for this organization to your family and/or friends?