



WESD EXIT INTERVIEW QUESTIONNAIRE

We appreciate you taking about 10-15 minutes to answer the following questions as honestly as possible. Your responses will not become part of your personnel file. We believe that the information is of vital importance and will assist in analyzing our employee retention and turnover. We welcome you to be honest in your responses and thank you for your cooperation!

Name:	Employment Dates:
Department:	Termination/Resignation/Retirement Date:
Position:	Supervisor Name:

What prompted you to seek alternative employment (or retirement)?

☐ Type of Work	☐ Quality of Supervision
☐ Compensation	☐ Work Conditions
☐ Lack of Recognition	☐ Family Circumstances
☐ Workplace Culture	☐ Career Advancement Opportunity
☐ Business/Product Direction	☐ Other: _____

What did you think of your supervision regarding the following?

	Almost always	Sometimes	Never	Comments
Demonstrated fair and equal treatment				
Provided recognition on the job				
Developed cooperation and teamwork				
Encouraged/listened to suggestions				
Resolved complaints and problems				
Followed policies and practices				

How would you rate the following in relation to your job?

	Excellent	Good	Fair	Poor	Comments
Cooperation within your department					
Cooperation with other departments					
Communications in your department					
Communications within KCUSD as a whole					
Communications between you and your manager/supervisor					
Morale in your department					
Job Satisfaction					
Training you received					
Growth Potential					

How did you feel about your salary and the employee benefits if applicable to your position?

	Excellent	Good	Fair	Poor	Not Applicable	Comments
Base Salary						
Medical Plan						
Dental Plan						
Vision Plan						
Life Insurance						
Paid-time-off						
Other						

1. Was your workload usually:

- ☐ Too great/large
- ☐ Varied, but all right
- ☐ About right
- ☐ Too light

Comments:

2. Before making your decision to leave, did you investigate other options that would enable you to stay?

☐ Yes ☐ No If "yes", describe:

3. Are there any other benefits you feel should have been offered?

☐ Yes ☐ No If "Yes", what?

4. Any other comments on benefits?

5. How frequently did you get performance feedback?

6. What were your feelings about the performance review process?

7. How frequently did you have discussions with your manager about your career goals?

8. What did you like most about your job and/or WESD?

9. What did you like least about your job and/or WESD?

10. What does your new job offer that your job with WESD does not? () Not applicable

11. Why is your new job/company better? () Not applicable

12. Do you have any suggestions for improvement? Have you raised them in the past?

13. Would you recommend WESD to a friend as a place to work?

☐ Yes, without reservations

☐ Yes, with reservations

☐ No

14. Additional comments about your job or WESD:

By signing below, I understand that this information will not become part of my personnel file. I understand that the information that I have provided is of vital importance and will assist WESD in analyzing employee retention and turnover.

Employee Signature

Date