

CPRA EXIT INTERVIEW QUESTIONNAIRE

Employee Name: _____ Supervisor Name: _____

Initial employment date: _____ Last date of employment: _____

Current position: _____

****The following information is VOLUNTARY****

****Please submit directly to Human Resources****

1. At approximately what point in time did you begin making your decision to resign?

6-9 months ago

3-5 months ago

1-2 months ago

other _____

2. Please indicate reason(s) below, which contributed to your decision to resign your current position?

Salary

Family Responsibilities

Job Advancement

Dissatisfied/Management

Personal

Benefits

Return to School

Job Eliminated

Relocation

Retirement

Military

Other – (please explain) _____

3. Was there a specific event or issue that prompted your resignation?

Yes No

If yes, please briefly explain:

If yes, did you discuss this matter with your supervisor/manager?

Yes No

On a scale of 1 to 5, with “1” being poor and “5” being outstanding, please rate the following:

4. Quantity and quality of training received for your position(s).

1 2 3 4 5

5. Working relationship with your current supervisor.

1 2 3 4 5

6. Working relationship with fellow employees.

1 2 3 4 5

7. Salary for your position.

1 2 3 4 5

8. Employee Benefits package.

1 2 3 4 5

9. Overall workload for your position.

1 2 3 4 5

10. Overall satisfaction and enjoyment in your current position.

1 2 3 4 5

11. Did you encounter any problems in your current position? Yes No

If yes, please briefly comment:

12. What did you enjoy most about your employment with CPRA?

13. What did you enjoy least about your employment with CPRA?

14. Do you have any suggestions or comments that would make CPRA a better place to work?

15. Based upon your experiences here, would you recommend CPRA as a potential employer for your friends, relatives, etc.? Yes No

If no, please briefly explain:

16. Would you reapply to CPRA if a future opportunity arose? Yes No

If no, please briefly explain:

Please add any additional comments:

Employee Signature: _____ **Date:** _____