

Employee Exit Interview Questionnaire

Personal Information

Name

Department

Job Title

Start Date

End Date

Reason for Leaving

Please state your reason(s) for leaving

Job Satisfaction

Did your job duties meet your expectations?

What did you like most about your job?

What did you like least about your job?

Work Environment

How would you describe the supervision you received?

How would you describe the work environment and culture?

Suggestions and Feedback

Do you have suggestions for improvement?

Any additional comments or feedback?