

Exit Interview Questionnaire for Retiring Staff

An **exit interview questionnaire** for retiring staff helps organizations gather valuable feedback on employees' experiences and reasons for retirement. It provides insights to improve workplace policies and support future retirees. This structured approach ensures a respectful and informative conclusion to the employee's tenure.

Personal Information

Name:

Department:

Position:

Years with Organization:

Exit Interview Questions

1. What are your primary reasons for retiring?

2. How would you describe your overall experience working here?

3. Did you feel supported by management and colleagues?

4. What suggestions do you have for improving the workplace for future employees and retirees?

5. Would you like to leave any message or advice for your colleagues or management?

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