

Comprehensive Exit Interview Questionnaire for HR

A **comprehensive exit interview questionnaire** for HR is designed to gather valuable feedback from departing employees. It helps identify reasons for turnover, improve workplace culture, and enhance retention strategies. Utilizing this tool ensures a smooth transition and continuous organizational development.

Exit Interview Questionnaire

Personal Information

Name (optional):

Department:

Position:

Length of Employment:

Reason for Leaving

What is your primary reason for leaving?

Please elaborate on your reason for leaving:

Job Satisfaction

Rate your overall job satisfaction:

- ☐ Very Satisfied
☐ Satisfied
☐ Neutral
☐ Dissatisfied
☐ Very Dissatisfied

What aspects did you enjoy most about your job?

What aspects did you enjoy the least about your job?

Management & Workplace

How would you describe your relationship with your supervisor/manager?

How would you describe the overall workplace environment?

What could the company have done to encourage you to stay?

Final Thoughts

Would you recommend this company to others?

Yes

Additional Comments:

Submit