Exit Interview

As you leave Southwestern College, we would like to ask you to share your perspective on your work experiences while with SC. We hope this information will not only help SC to build on its strengths, but also become more conscious of its needs for improvement in specific areas. Better understanding and responsibilities of your position will also assist Human Resources to effectively recruit your replacement.

We commit to holding all of your responses in strict confidence and will only use the data gathered in summary reports to study trends in employee turnover. You may choose to sign this exit interview data sheet if you would like, but it is entirely voluntary.

What was your reason(s) for leaving SC? (Check all items that apply)

\_\_ Dissatisfaction with job \_\_ Military service

­­\_\_ Relocation \_\_ Transportation difficulties

\_\_ Retirement \_\_ Attend school

\_\_ Home duties/family obligations \_\_ Better opportunity

\_\_ Job closer to home \_\_ Health condition/disability

\_\_ Career change \_\_ Own accord/personal

\_\_ None of the above

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please circle one of the following:

1. Strongly agree
2. Agree
3. Neither agree nor disagree
4. Disagree
5. Strongly Disagree

I enjoyed my work activities. 1 2 3 4 5

I was challenged by my job. 1 2 3 4 5

I was compensated fairly for my work. 1 2 3 4 5

My supervisor demonstrated fair & equitable treatment. 1 2 3 4 5

My supervisor gave clear instructions for work assignments 1 2 3 4 5

and responsibilities.

I was appropriately recognized for my good work. 1 2 3 4 5

My job description accurately reflects my job responsibilities. 1 2 3 4 5

I was given honest, worthwhile performance appraisals. 1 2 3 4 5

My department operated efficiently. 1 2 3 4 5

My department was adequately staffed. 1 2 3 4 5

Upper management communicates well with employees. 1 2 3 4 5

I felt there were opportunities for career advancement. 1 2 3 4 5

I would recommend SC as an employer to friends/family. 1 2 3 4 5

I would recommend SC as a college of first choice to 1 2 3 4 5

friends/family.

What did you like MOST about:

Your position? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Your department? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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What did you like LEAST about:

Your position? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Your department? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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SC? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Additional Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature (optional) Date