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EXIT INTERVIEW

EMPLOYEE	ROLE / TEAM	LENGTH OF SERVICE	INTERVIEWED BY / DATE

Main reason for leaving _____

Where are you going (optional) _____

Ratings (1 poor to 5 excellent)

Area	Rating	Comment
The work itself		
My manager		
Pay and benefits		
Training and growth		
Workload and hours		
Team and culture		
Tools and equipment		
Communication from leadership		

WHAT WOULD HAVE MADE YOU STAY?

WHAT SHOULD WE CHANGE OR KEEP DOING?

Would you recommend us as an employer? _____ Would you consider coming back? _____