

Exit Interview

Date & Time:

Attendees:

Questions/Answers from exit interview:

Why did you begin looking for a new job?

What do you like most about your job?

What do you like least about your job?

Do you feel that you had the resources and support necessary to accomplish your job? If not, what was missing?

Was a single event responsible for your decision to leave?

Did you have clear goals and know what was expected of you in your job?

What could have been done for you to remain employed here?

If you could change anything about your job or the company, what would you change?