

## Exit Interview

It is our company policy to conduct an exit interview with each associate upon separation. We would appreciate your honest opinions about your employment with our company. Your objective feedback can help up to improve the work atmosphere and make our company an even better place to work. Thank you for your valued opinion.

Associate Name \_\_\_\_\_ Position \_\_\_\_\_

Date of Hire \_\_\_\_\_ Separation Date \_\_\_\_\_

*Check which best describes your feelings about the following aspects of your employment experience at \_\_\_\_\_.*

	Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
<b>11</b>				
<b>CRITERIA</b>				
<b>AVAILABLE</b>				
<b>UPON</b>				
<b>PURCHASE</b>				

If you have marked dissatisfied or very dissatisfied in any categories, please explain:

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The main reasons I am leaving the company are:

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If you are leaving to accept other employment AVAILABLE UPON PURCHASE:

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Please describe your relationship with AVAILABLE UPON PURCHASE:

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Has our company and/or your supervisor provided AVAILABLE UPON PURCHASE:

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Would you recommend AVAILABLE UPON PURCHASE

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Associate Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please forward or mail to*