



**Exit Interview Questionnaire
Human Resources Department**

As one who has worked at WCJC, you may be a valuable source of information about working conditions at the college. Please share with us your views on your employment by answering the following questions.

Was your decision to leave the college influenced by any of the following? Please indicate all that apply and rank their importance (1,2,3, etc.) with 1 being the most important.			
	Continue my education		Dissatisfied with type of work
	Move from area		Dissatisfied with working conditions
	Family circumstances		Dissatisfied with supervision received
	Secured a better job		Dissatisfied with fringe benefits
	Retirement		Dissatisfied with... (please specify):
Other (please specify):			
COMMENTS:			

What is your evaluation of the following?	Excellent	Good	Fair	Poor
Your salary				
Retirement plan				
Fringe-benefit package				
Performance appraisal system				
Physical working conditions				
Opportunity for advancement				
Communication from/to management				
Supervision provided				
COMMENTS:				

Exit Interview Questionnaire (Reg 848)

How do you rate the following in your department?	Excellent	Good	Fair	Poor
Cooperation with other departments				
Cooperation within your department				
Adequacy of training; in-house job training				
Orientation to your job				
Orientation to the college				
Overall workload				
Communication within your department				
Communication with other departments				
COMMENTS:				

How do you rate your supervisor on the following?	Excellent	Good	Fair	Poor
Gives fair and equal treatment				
Gives positive feedback and recognition				
Resolves complaints and grievances				
Welcomes suggestions				
Develops cooperation				
Gives clear instructions				
Knows accomplishments of staff				
Applies policies consistently				
COMMENTS:				
<p>Did you experience any negative treatment at WCJC because of your gender, race, or age?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:</p>				

If you are going to a new job, what makes your new job more attractive to you than your job at WCJC?

Would you recommend WCJC to friends as a good place to work? Why or why not?

Would you like to add any other comments?

Employee Signature:

Date: