

# Exit interview

# Employee Information:

Name:

Job Title:

Department:

Manager:

Hire Date:

Last Working Day:

Interviewer Name & Title:

Date of Interview:

What are your main reasons for leaving?

What, if improved, would have caused you to stay at the organization?

How satisfied were you with your role and responsibilities?

Did you feel adequately supported in your professional growth and development?

Did you feel a sense of belonging within the team and organization?

How would you rate the work environment and culture?

How would you describe the effectiveness of your immediate supervisor?

Were your goals and expectations aligned with the organization’s vision?

Did you find the company’s policies and procedures fair and equitable?

How would you rate the organization’s support for maintaining a healthy work-life balance?

Were you satisfied with your salary and benefits package?

Did you receive enough training and development opportunities?

Did you experience burnout or excessive stress in your role?

Would you recommend this company as a good place to work?