

# HR Form

**Employee ID**

---

**Name**

---

**Gender**

- ☐ Male
- ☐ Female

**Age**

yyyy-mm-dd

---

---

**Department**

- ☐ Finance
- ☐ IT
- ☐ Operations
- ☐ Marketing
- ☐ Sales

**Qualification**

- ☐ High School Diploma
- ☐ Associate Degree
- ☐ Bachelor's Degree
- ☐ Master's Degree

**Marital Status**

- ☐ Single
- ☐ Married
- ☐ Divorced
- ☐ Widowed

**Job Satisfaction**

1 = Very Dissatisfied, 2 = Very Satisfied

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

**Date of Joining**

yyyy-mm-dd

---

**Employee Status**

- ☐ Currently Working
- ☐ Left the Company

**Attrition****Reason for Leaving**

- ☐ Better Opportunity
- ☐ Job Dissatisfaction
- ☐ Retirement
- ☐ Health Reasons
- ☐ Personal Reasons

**Date of Leaving**

yyyy-mm-dd

---