

HR Feedback Questionnaire

1. How would you rate the friendliness of the HR department?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

2. How often do you feel that the HR staff is rude or dismissive?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

3. How well does the HR department address your concerns and issues?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

4. How responsive is the HR department to your queries and requests?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

5. How satisfied are you with the HR department's conflict resolution?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

6. How professional is the HR staff in their interactions with employees?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)

- Unfriendly (2 points)
- Very unfriendly (1 points)

7. Do you feel that the HR department treats all employees fairly and equally?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

8. How well does the HR department communicate company policies and updates?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

9. How approachable do you find the HR department?

- Very friendly (5 points)
- Friendly (4 points)
- Neutral (3 points)
- Unfriendly (2 points)
- Very unfriendly (1 points)

10. Please provide any additional comments or suggestions for improving the HR department:

To enhance the effectiveness of the HR department, it would be beneficial for them to improve communication regarding task assignments and work-time policies. Ensuring tasks are well-coordinated to avoid overlaps can significantly improve workflow. Additionally, the HR department should address workplace issues more promptly. Providing essential amenities like a refrigerator, especially during summer, and maintaining a comfortable work environment with adequate air conditioning and other facilities are crucial for creating a more relaxed and productive workplace.