

## EXIT INTERVIEW FORM

<b>EMPLOYEE NAME</b>		<b>NAME OF SUPERVISOR</b>	
<b>DATE OF JOINING</b>	<b>DATE OF RESIGNATION</b>	<b>LAST WORKING DAY</b>	<b>DATE OF CLEARANCE</b>
<b>MAIN REASON FOR LEAVING THE ORGANIZATION</b>			
Higher salary <input type="radio"/>	Higher Designation <input type="radio"/>	Relocation <input type="radio"/>	Marriage <input type="radio"/>
Health Reasons <input type="radio"/>	Business <input type="radio"/>	Further Studies <input type="radio"/>	Change of Industry <input type="radio"/>
Any other Reason		Detailed Reason	
Name of the organization you are joining			
Would you like to re-join in case of any opportunity in future?		<b>YES</b>	<b>NO</b>
<b>RATINGS (Tick)</b>	<b>GOOD</b>	<b>AVERAGE</b>	<b>POOR</b>
Your experience while dealing with your supervisor			
Your experience while dealing with the Top Management			
Your experience while dealing with your team members			
Your experience while dealing with your colleagues (other than your team members)			
Your overall experience in the organization			
<b>What did you like about the organization?</b>			
<b>What did you not like about the organization?</b>			
<b>Any Suggestions for improvements</b>			
<b>Interviewer's Comments</b>			
<b>Employee's Signature</b>		<b>Interviewer's Signature</b>	
<b>Date</b>		<b>Date</b>	