4117.6 Appendix

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INTERVIEW FORM

Interviewer:
_____
Date:
_____
Employee:_____
_
Position
Title:_____
Supervisor:
_____

1. What reasons/factors influenced your decision to leave?

_____
__
_____
__
_____
__

2. What did you like about your position/work at _____ Dislike?

_____
__
_____
__

3. What did you like and dislike about your supervisor? (i.e. fair and impartial treatment, recognition, able to handle complaints, encouraged feedback, suggestions, etc.)

_____
__
_____
__
_____
__

4. How did you get along with the other people in your school/department/etc.?

_____
__
_____
__

5. How do you feel about:

- Salary: _____
- Advancement: _____
- Training: _____
- Performance Appraisals: _____
- Paid time off (Holidays, Vacation) _____
- Other Benefits: _____

6. Did you have the resources, tools and working conditions to be successful in your role?

_____
_____

7. If the answer to previous question is no, then how could conditions have been better to help you be successful?

_____
_____

8. Do you have another job/where?

_____
__
_____
__

9. What improvements could be made to make _____ a better place to work?

_____
__
_____
__

10. Additional comments:

_____
__
_____
__