

Berry Student Work Exit Interview

Student Name: _____ Level: _____ # of Years in Position _____

Department: _____ Position: _____

1. Your reason for leaving the department/position?
2. Do you feel you had a proper orientation to the department/position? Yes/No
3. What would you suggest we do to improve orientation?
4. How would you rate your orientation on a scale of 1 to 10? (1 as the best, 10 as the worst)
5. Is there anything we could have done to influence you to stay in the department/position or at Berry?
6. Would you like a reference for a future position? If no why not?
7. What has been good/enjoyable/satisfying for you in this position?
8. What has been frustrating/difficult/upsetting for you in this position?
9. What could you have done better had you been given the opportunity?
10. What extra responsibility would you have welcomed that you were not given?
11. How would you describe the culture or 'feel' of the department?
12. What can the organization do to retain its best people (and not lose any more like you)?
13. How could we have enabled you to have made better use of your time?

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14. What training would you have liked or needed that you did not get, and what effect would this have had?

Additional Comments:

Employee Signature: _____ Date: _____

Interviewer Signature: _____ Date: _____