**Employee Exit Interview**

Name:

What was your main reason for leaving MAG Mutual?

Comments:

Could your leaving have been avoided? Yes No

Comments:

# The Company

What did you think of the overall management of MAG Mutual on the following points:

Almost

Always Usually Sometimes Never

1. Followed policies and procedures

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1. Demonstrated fair and equal treatment 3 Provided recognition on the job
2. Developed cooperation
3. Resolved complaints, grievances & problems

Comments:

How would you rate the communications within the company?

 Poor Fair Good Very Good Outstanding

Comments:

What improvements do you think can be made to overall customer service either internally or externally?

Comments:

How do you feel about MAG Mutual's employee benefits?

 Poor Fair Good Very Good Outstanding

Comments:

# Your Department

What did you think of the your **department's management** on the following points:

Almost

Always Usually Sometimes

1. Followed policies and procedures

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1. Demonstrated fair and equal treatment 3 Provided recognition on the job

4 Developed/encouraged cooperation 5 Resolved complaints, grievances & problems

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| Comments: |
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How would you rate the communications within your department?

Poor Fair Good Very Good Outstanding

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| --- |
| Comments: |
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How would you rate the department training that you received?

Poor Fair Good Very Good

Outstanding

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| Comments: |
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# Your Job

What did you especially like about your job at MAG Mutual?

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| Comments: |
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What did you dislike about your job at MAG Mutual?

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| Comments: |
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What would you have changed about your job?

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| --- |
| Comments: |
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| --- | --- | --- | --- | --- |
| Was your workload usually: | a. |  Heavy |   | About right |
|  | b. |  Challenging |   | About right |

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| --- |
| Comments: |
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How did you feel about the training you received?

 Poor Fair Good Very Good Outstanding

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| --- |
| Comments: |

Did you receive enough training to do your job effectively? Yes No

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| --- |
| Comments: |

Did MAG Mutual help you to fulfill your career goals? Yes No

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| Comments: |
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How did you feel about the supervison you received?

Poor Fair Good Very Good Outstanding

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| Comments: |
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Were you satisfied with the merit review process? Yes No

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| Comments: |
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Did you receive sufficient feedback about your

performance between merit reviews? Yes No

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| --- |
| Comments: |

Do you have any additional comments regarding MAG Mutual or your reasons for leaving?

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| --- |
| Comments: |
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|  |

Employee name and signature Date

Larry Miller (Interviewer) Date

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