

Name
Department
Position
Supervisor
Last day of work



ORAL ROBERTS UNIVERSITY

Exit Interview Form

Why did you come to work at ORU?

What were your greatest accomplishments and greatest challenges?

What prompted you to seek alternative employment?

<input type="checkbox"/> Type of Work	<input type="checkbox"/> Quality of Supervision
<input type="checkbox"/> Compensation	<input type="checkbox"/> Work Conditions
<input type="checkbox"/> Lack of Recognition	<input type="checkbox"/> Family Circumstances
<input type="checkbox"/> Company Culture	<input type="checkbox"/> Career Advancement Opportunity
<input type="checkbox"/> Business/Product Direction	<input type="checkbox"/> Other: _____

Before making your decision to leave, did you investigate other options that would enable you to stay? Yes No

If "yes", describe:

New job title:

New job location:

New job compensation:

Updated email address for any post-employment communication:

How would you describe overall morale?

How would you describe your workload?

- Consistently behind due to unmanageable workload
- High workload, but manageable if I stayed on top of it and did not take time off
- Manageable
- Enough work that I was busy, but have time for unforeseen projects
- There wasn't enough work for a full-time position

What did you think of your supervision concerning the following?

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Demonstrated fair and equal treatment					
Provided recognition on the job					
Developed cooperation and teamwork					
Encouraged/listened to suggestions					
Resolved complaints and problems					
Followed policies and practices					

How would you rate the following in relation to your job?

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Cooperation within your department					
Cooperation with other departments					
Communications in your department					
Communications within the university as a whole					
Communications between you and your manager					
Morale in your department					
Job Satisfaction					
Training you received					

How did you feel about your salary and the employee benefits?

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Base Salary					
Medical Plan					
Dental Plan					
Vision Plan					
401K Plan					
Paid-time-off					
Tuition Benefits					
Other					

Are there any other benefits you feel should have been offered?

Yes No

If "Yes", what?

Any other comments on benefits?

How did you feel about your personal and professional development opportunities?

	Very Often	Often	Sometimes	Rarely	Not at all
Performance feedback frequency					
Annual performance review					
Action plan with goals					
Succession planning/growth					
Other					

What did you like most about your job and/or this company?

What did you like least about your job and/or this company?

Do you have any suggestions for improvement? Have you raised them in the past?

Would you recommend this company to a friend as a place to work?

Yes, without reservations Yes, with reservations No

What skills and qualifications do you think we need to look for in your replacement?

Additional comments about your job or this company.