



EXIT INTERVIEW	
Employee Name	
Date of Commencement	
Date of Resignation	
Reason for Resignation / Termination	Personal Reasons
If Other – specify	
Opinion of Working Conditions	In line with other employers
Opinion of Salary / Hourly / Daily Rate	In line with other employers
Personal Relations with Managers	In line with other employers
Opinion of Company Policies	In line with other employers
Opinion of Training given to employees	In line with other employers
Opinion of Teaching methods	In line with other employers
Opinion of responsibility given to employees	In line with other employers
What improvements could we make as a company?	
If going to a competitor:	
Company Name	
Primary Job Duties	
Salary	

Signature of Interviewer: _____

Date: March 25, 2005