

# Employee Exit Survey

**NOTE:** All information is to be kept confidential and will be used for institutional evaluation and planning purposes only. You may also complete this survey on-line in person by contacting the Assistant Director of Human Resources.

Please rate the following statements:

- Strongly Agree:** *If you definitely agree with the statement*
- Inclined to Agree:** *If you are not definite, but think that the statement tends to express your opinion.*
- Neither Agree nor Disagree:** *If you really do not know or have no opinion.*
- Inclined to Disagree:** *If you are not definite but think that the statement does not tend to express your opinion.*
- Strongly Disagree:** *If the statement does not express how you feel about this matter.*

**PLEASE NOTE:** For the purpose of this survey a manager is defined as your immediate supervisor.

## SELKIRK VISION

	Strongly Agree	Inclined to Agree	Neither Agree Nor Disagree	Inclined to Disagree	Strongly Disagree
Understanding and living the Selkirk Organization, mission, vision and values is always the right approach.					
I would recommend Selkirk College as a good place to work to my friends and family.					
Selkirk is visible and seen as a community partner.					

### Comments on Selkirk Vision

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**POLICIES AND PROCEDURES**

	<b>Strongly Agree</b>	<b>Inclined to Agree</b>	<b>Neither Agree Nor Disagree</b>	<b>Inclined to Disagree</b>	<b>Strongly Disagree</b>
The College policies were clear and effective and assisted me to do my job.					
I received adequate time and training to do my job.					
The College procedures are communicated and assisted me to do my job.					
I was provided the tools to do my job proficiently.					
I received an orientation specific to my job.					

**Comments on Policies and Procedures**

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**CAREER DEVELOPMENT**

	<b>Strongly Agree</b>	<b>Inclined to Agree</b>	<b>Neither Agree Nor Disagree</b>	<b>Inclined to Disagree</b>	<b>Strongly Disagree</b>
I received regular feedback on how well I was doing in my job.					
I felt I would be able to achieve my long-term career objectives within the Selkirk Organization.					
My last performance evaluation was helpful in identifying actions I could take to improve my performance.					
My skills and abilities were utilized.					
My administrator/manager regularly coached me on improving my performance.					
I was given a real opportunity to improve my skills at Selkirk College.					
Opportunities for career development were provided to me to allow me to meet my promotional and advancement goals.					

**Comments on Career Development**

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**REWARDS AND RECOGNITION**

	<b>Strongly Agree</b>	<b>Inclined to Agree</b>	<b>Neither Agree Nor Disagree</b>	<b>Inclined to Disagree</b>	<b>Strongly Disagree</b>
My manager recognized teamwork and cooperation.					
Selkirk Organization does a good job at recognizing their employees.					
I am satisfied with the recognition I received for doing a good job.					
The Compensation is fair in the Selkirk Organization for my position.					
The Benefits are good in the Selkirk Organization.					

**Comments on Rewards and Recognition**

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**MANAGER**

	<b>Strongly Agree</b>	<b>Inclined to Agree</b>	<b>Neither Agree Nor Disagree</b>	<b>Inclined to Disagree</b>	<b>Strongly Disagree</b>
My manager does a good job of keeping employees informed about matters that affect them.					
My manager encouraged and listened to suggestions.					
My manager resolved complaints and problems in a timely manner.					
My manager does a good job of building teamwork, within our department.					
My manager does a good job of building teamwork, between our department and other departments.					
My manager has frequent, informative conversations to share information regarding my work.					

**Comments on Manager**

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**1) What was most satisfying aspect about your job? Please select up to 5 responses.**

- Co-workers
- Workplace atmosphere
- Development/advancement opportunities
- Benefit plan
- Flexibility of scheduling/better hours
- Lack of advancement opportunities
- Workplace recognition
- Available resources
- Management practices
- Quality of supervision
- Work/Life Balance
- Other (please specify)

If you selected other, please specify

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**2) What was the least satisfying aspect about your job? Please select up to 5 responses.**

- Co-workers
- Workplace atmosphere
- Development/advancement opportunities
- Benefit plan
- Flexibility of scheduling/better hours
- Lack of advancement opportunities
- Workplace recognition
- Available resources
- Management practices
- Quality of supervision
- Work/Life Balance
- Other (please specify)

If you selected other, please specify

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**3) What does your new company/self employment offer that the College does not? Please select up to 5 responses.**

- Different Industry
- Compensation Package
- Benefit Package
- Management Style
- Job Opportunities
- Location
- Workload
- Other (please specify)

If you selected other, please specify

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**4) Would you consider working for the College again in the future? If so, please use the comment box below to indicate in what capacity.**

- Yes
- No
- Maybe

Additional comments

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**5) Would you like to follow up with a Human Resources Representative?**

- Yes
- No
- Maybe

**6) What suggestion could you provide to improve and make our workplace better?**

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**7) Please feel free to provide additional comments.**

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**EMPLOYEE INFORMATION**

Job Title: \_\_\_\_\_  
Employee Group: \_\_\_\_\_  
Position Start Date: \_\_\_\_\_  
Position End Date: \_\_\_\_\_  
Manager's Name: \_\_\_\_\_  
Manager's Title: \_\_\_\_\_

**1) I have worked for Selkirk College for:**

- Less than 1 year
- 1 to 2 years
- 3 to 5 years
- 6 to 10 years
- More than 10 years

**2) My age category is:**

- 18 to 25
- 26 to 35
- 36 to 45
- 46 to 50
- 51 or over

**THANK YOU FOR TAKING THE TIME TO GIVE US YOUR FEEDBACK.**