

Employee Exit Interview Evaluation

Date: _____

Employee Name: _____

Position: _____

Department: _____

Interviewer's Name: _____

Evaluation Questions

1. What prompted your decision to leave the company?
2. How would you describe your overall experience working here?
3. What did you enjoy most about your job?
4. What challenges did you face during your employment?
5. How do you feel about the working environment and company culture?
6. Do you have any suggestions for improvement?
7. Would you consider returning to the company in the future? Why or why not?
8. Any other comments or concerns?

Summary of Interview

Interviewer Comments

Thank you for your time and feedback!