

**SOUTHERN CRESCENT TECHNICAL COLLEGE  
EMPLOYEE EXIT QUESTIONNAIRE**

Employee Name: \_\_\_\_\_ Department: \_\_\_\_\_

Gender: \_\_\_\_\_ Ethnicity/Race: \_\_\_\_\_ Age: \_\_\_\_\_ Disability: Yes \_\_\_\_\_ No \_\_\_\_\_

**A. Please rate the following working conditions in your job with our technical college:**

	Fully Agree	Agree	Disagree	Strongly Disagree	N/A
1. My skills were used effectively.					
2. At time of hire my educational background was sufficient.					
3. At time of hire my knowledge of the job was sufficient					
4. My orientation to the job was effective.					
5. My job training was adequate.					
6. My workload was reasonable					
7. My equipment, supplies, and other resources were adequate.					
8. My work accomplishments were acknowledged.					
9. My request(s) for additional job training/professional development was met.					
10. My relationship with co-worker(s) was satisfactory.					

**B. Please describe your perception of your supervisor (Name) \_\_\_\_\_**

	Always	Usually	Sometimes	Seldom	Never
1. Provided effective supervision.					
2. Clearly defined work standards and expectations					
3. Gave fair and equal treatment					
4. Was available to discuss job-related information					
5. Provided useful work related information					
6. Provided periodic performance feedback					
7. Maintained consistent policies and practices					
8. Provided recognition for good work					
9. Encouraged cooperation among staff					
10. Maintained a positive working environment					
11. Conducted fair performance appraisals					
12. Encouraged my advancement.					

**C. General Comments:**

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**I understand this information is confidential; however, I understand the information contained in this questionnaire may be revealed on a “need to know” basis.**

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Exit Interviewer: \_\_\_\_\_ Date: \_\_\_\_\_