



Prince William County Government

EXIT INTERVIEW SURVEY FOR SEPARATING EMPLOYEES

Thank you for your service with Prince William County. Your opinion and assistance are valuable to us, and we invite you to share your input. Responses are optional, however we believe this information is of vital importance and will assist in analyzing our employee retention and turnover. We ask that you be honest and fair with your responses. All information obtained from this interview will be handled in a **CONFIDENTIAL** manner.

Name _____

Start Date: ____ / ____ / ____

Department: _____

Separation Date: ____ / ____ / ____

Position: _____

Supervisor: _____

Employee Number: _____

1. Please select which best captures your reason for leaving Prince William County Government?

Seeking a Career Change
Compensation
Retirement
Career Advancement

Work Conditions
Supervisor
Lack of Recognition
Position Elimination

Commuting Distance
Relocation
Family Circumstance
Other _____

2. Would you refer a friend/family/colleague for employment opportunities with Prince William County Government? Yes No

If no, please explain: _____

3. Rate your supervisor and/or the supervision provided with regard to the following:

| | Almost Always | Sometimes | Never |
|--|---------------|-----------|-------|
| Demonstrated fair and equal treatment | | | |
| Clearly communicated performance standards | | | |
| Set attainable performance expectations | | | |
| Tools and resources were made available | | | |
| Facilitated effective communication channels | | | |
| Encouraged/listened to suggestions/concerns | | | |
| Resolved complaints and problems | | | |
| Provided recognition on the job | | | |
| Followed policies, procedures, and practices | | | |
| Encouraged cooperation and teamwork | | | |
| Provided performance feedback | | | |
| Discussed your career goals | | | |

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

| | Excellent | Good | Fair | Poor |
|---|-----------|------|------|------|
| Workload | | | | |
| Job Satisfaction | | | | |
| Work Conditions | | | | |
| Growth Potential | | | | |
| Training you received | | | | |
| Morale in your department | | | | |
| Teamwork within your department | | | | |
| Communications within your department | | | | |
| Communications within the County as a whole | | | | |

5. How would you rate your compensation and benefits?

| | Excellent | Good | Fair | Poor |
|---------------------|-----------|------|------|------|
| Base Salary | | | | |
| VRS Retirement Plan | | | | |
| MPP/401a Plan | | | | |
| 457 Plan | | | | |
| Medical Plan | | | | |
| Dental Plan | | | | |
| Vision Plan | | | | |
| Leave/Paid Time Off | | | | |
| Life Insurance | | | | |

6. Any other comments on benefits?
