

Employee Exit Interview

Name: _____

What was your main reason for leaving MAG Mutual?

Comments:

Could your leaving have been avoided? _____ Yes _____ No

Comments:

The Company

What did you think of the overall management of MAG Mutual on the following points:

- 1 Followed policies and procedures
- 2 Demonstrated fair and equal treatment
- 3 Provided recognition on the job
- 4 Developed cooperation
- 5 Resolved complaints, grievances & problems

Almost			
Always	Usually	Sometimes	Never

Comments:

How would you rate the communications within the company?

_____ Poor _____ Fair _____ Good _____ Very Good _____ Outstanding

Comments:

What improvements do you think can be made to overall customer service either internally or externally?

Comments:

How do you feel about MAG Mutual's employee benefits?

_____ Poor _____ Fair _____ Good _____ Very Good _____ Outstanding

Comments:

Your Department

What did you think of the your **department's management** on the following points:

Almost Always	Usually	Sometimes

- 1 Followed policies and procedures
- 2 Demonstrated fair and equal treatment
- 3 Provided recognition on the job
- 4 Developed/encouraged cooperation
- 5 Resolved complaints, grievances & problems

Comments:

How would you rate the communications within your department?

Poor

Fair

Good

Very Good

Outstanding

Comments:

How would you rate the department training that you received?

Poor

Fair

Good

Very Good

Outstanding

Comments:

Your Job

What did you especially like about your job at MAG Mutual?

Comments:

What did you dislike about your job at MAG Mutual?

Comments:

What would you have changed about your job?

Comments:

Was your workload usually: a. _____ Heavy _____ About right
 b. _____ Challenging _____ About right

Comments:

How did you feel about the training you received?

_____ Poor _____ Fair _____ Good _____ Very Good _____ Outstanding

Comments:

Did you receive enough training to do your job effectively? _____ Yes _____ No

Comments:

Did MAG Mutual help you to fulfill your career goals? _____ Yes _____ No

Comments:

How did you feel about the supervision you received?

_____ Poor _____ Fair _____ Good _____ Very Good _____ Outstanding

Comments:

Were you satisfied with the merit review process?

_____ Yes

_____ No

Comments:

Did you receive sufficient feedback about your performance between merit reviews?

_____ Yes

_____ No

Comments:

Do you have any additional comments regarding MAG Mutual or your reasons for leaving?

Comments:

Employee name and signature

Date

Larry Miller (Interviewer)

Date

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alliance to improve patient safety and quality of care for all of our PolicyOwners.

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