



EXIT INTERVIEW FORM

Name: _____ Employee ID: _____

Position: _____ Phone: _____

Campus/Department: _____ Last Work Day: _____

Forwarding Address: _____

 City State Zip

Employee opted not to participate in Exit Interview

Check all applicable reasons for leaving. To be completed by voluntary resignations only:

- | | |
|---|--|
| <input type="checkbox"/> Moving <input type="checkbox"/> Returning to school <input type="checkbox"/> Dissatisfied with type of work <input type="checkbox"/> Health reasons | <input type="checkbox"/> Family circumstances <input type="checkbox"/> Secured a better position <input type="checkbox"/> Retirement <input type="checkbox"/> Other _____ |
|---|--|

How would you rate your experience at South Texas ISD in regards to the following?

| | Excellent | Good | Fair | Poor |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Working relationship with your supervisor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cooperation within campus | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cooperation with other departments | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Adequacy of job orientation and training | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Workload | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Physical working conditions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Availability of materials/equipment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Evaluation procedures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Recognition on the job | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Employee benefits | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Communication within the District | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Administrative support | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Community support for the District | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Overall Experience | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The District prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, gender, national origin, age, disability, or any other basis prohibited by law.

What factors made your employment a positive experience with STISD?

Do you have any comments or suggestions to improve STISD?

Would you recommend South Texas ISD to others as a place to work?

- Yes Yes, with reservation (s) No

Explain: _____

Signature of Employee: _____ Date: _____

FOR HR OFFICE USE ONLY:

Interviewed by: _____ Date: _____

Supervisor Name: _____

Does the supervisor recommend for rehire? Yes No