



Prairie Rose School Division

Exit Interview / Questionnaire

The information below is being gathered for the purpose of improving our organization as a place to work. It is used by Human Resources to identify areas for improvement within Prairie Rose School Division and/or within a specific school/workplace.

Employee's Name: _____ Position: _____
 Date Hired: _____ Supervisor's Name: _____

Section	#	Question	Strongly Agree	Agree	Disagree	Strongly Disagree
Company and Culture	1	PRSD is a great place to work.				
	2	PRSD's policies and procedures were clearly and concisely communicated.				
	3	I understood how my school/workplace operated?				
Management	1	My supervisor was accessible and approachable.				
	2	My supervisor's communication with employees was clear and timely.				
	3	My supervisor treated employees fairly.				
	4	My supervisor treated employees with respect.				
	5	My supervisor understood and supported me in my role.				
	6	My school/workplace policies and procedures were clearly and concisely communicated.				
	7	My supervisor promptly addressed problems affecting the school/workplace.				
Position	1	I was given enough information about the Division.				
	2	I was given enough information about the school/workplace.				
	3	I was given enough information about the job/job description.				
	4	I was provided with the resources required to do my job.				
	5	The job was rewarding.				
Recognition and Growth	1	I had the designated authority to make decisions relating to my role.				
	2	I received regular feedback about my job performance.				
	3	My opinion was valued and seemed to have an impact.				
	4	I was able to fully use my skills and knowledge.				
	5	I had the opportunity to learn new skills and was provided adequate training for my job.				
Working Conditions	1	I had the opportunity for career advancement/growth.				
	2	The organization provided a safe and respectful work environment.				
	3	I had a good working relationship with my co-workers.				
	4	I had a good working relationship with my supervisor.				
	5	I was satisfied with my schedule and work life balance.				
Ethics & Honesty	1	Superior performance in this organization was recognized and rewarded.				
	2	Ethical and honest behaviour was displayed in the work place.				
	3	The workplace was free of harassment.				
	4	The workplace was free of discrimination.				
Leaving Attit	1	Would you return to the organization if the opportunity arose?	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
	2	Is there anything we could have done to keep you?	<input type="checkbox"/> Yes		<input type="checkbox"/> No	

	Please explain:
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Was your decision to leave Prairie Rose School Division influenced by any of the following?

- | | |
|--|---|
| <input type="checkbox"/> Better job opportunity | <input type="checkbox"/> Supervision |
| <input type="checkbox"/> Family/personal circumstances | <input type="checkbox"/> Return to school |
| <input type="checkbox"/> Type of work | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Self-employment | <input type="checkbox"/> Relocation |
| <input type="checkbox"/> Rate of pay | <input type="checkbox"/> Working conditions |
| <input type="checkbox"/> Health | <input type="checkbox"/> Benefits |
| <input type="checkbox"/> Child Care | <input type="checkbox"/> Not enough hours |
| <input type="checkbox"/> Stress of job | <input type="checkbox"/> Other (please explain) _____ |
| | _____ |
| | _____ |

Permission to share this information: Yes No

If you would like to meet with the following, please indicate and the Human Resources Coordinator will be in contact with you to confirm a date and time: Superintendent Human Resources Coordinator

Signature

Date

Please complete and return this form in confidence to:
Human Resources Coordinator
Prairie Rose School Division
Box 1510, 45 Main St. S. Carman MB R0G 0J0