

Example Questions for Exit Interview

- What is your main reason for leaving?
Are there any other reasons?
- What could have been done earlier to have prevented the situation or to provide the basis for you to stay?
- Do you have any suggestions on how things could have been done differently?
- What excites/motivates you about work?
What are your professional goals/aspirations?
Do you feel that you were able to meet these in our organisation?
If not, what needs to change?
- What has been good/enjoyable/satisfying about your time with us?
- What has been frustrating/difficult/upsetting about your time with us?
- Was the training you received adequate/relevant/suitable?
If not, how could this be improved?
If so, what training was the most useful/enjoyable?
- How do you feel about the organisation on the whole?
What makes you feel that way?

- Is there anything else that hasn't been covered that you would like to share?
- In terms of communication, what do we do well and what needs to be improved?
- How would you describe the culture of the team/department/organisation? Why do you think this is?
- Did you receive enough support from management while you were in the role? If yes, what was good? If no, what could have been done better?
- Do you have any suggestions for how we might improve our service/systems/development?
- Did you have all of the resources you needed to do your job effectively? If not, what was missing?