



# University of Southern Maine Exit Interview

As a recently separated University employee, you are a valuable source of information regarding work conditions during your employment. We hope that you will be candid with your answers so we may gain from your experience with the University. Thank you very much for your time and support.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Hire date: \_\_\_\_\_ End date: \_\_\_\_\_

Most recent Department: \_\_\_\_\_ Job title: \_\_\_\_\_

Supervisor: \_\_\_\_\_

- Classified
- Professional
- Faculty
- Part-time
- Full-time

Please indicate your primary reason for joining USM:

- Benefits
- Career Advancement
- Unemployed and needed a job
- Salary
- Tuition Waiver
- Reputation as a good place to work
- Other \_\_\_\_\_

Please read each of the following questions and respond according to your personal experiences at USM. Below each question is space to explain any items.

**1. USM's benefits program met my needs:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**2. My salary was competitive:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**3. I was satisfied with my performance management process:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**4. The quality of my supervision was adequate and appropriate:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**5. I enjoyed the type of work:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**6. I was provided sufficient opportunity for professional development/advancement:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**7. I was satisfied with the quality of training upon hire:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**8. My work hours were reasonable:**

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Comments: \_\_\_\_\_

**9. My workload was reasonable:**

- Strongly Agree     Agree     Neutral     Disagree     Strongly Disagree

Comments: \_\_\_\_\_

**10. I had positive relationships with my co-workers:**

- Strongly Agree     Agree     Neutral     Disagree     Strongly Disagree

Comments: \_\_\_\_\_

**11. I was provided sufficient resources to perform my job:**

- Strongly Agree     Agree     Neutral     Disagree     Strongly Disagree

Comments: \_\_\_\_\_

**12. My working conditions were satisfactory:**

- Strongly Agree     Agree     Neutral     Disagree     Strongly Disagree

Comments: \_\_\_\_\_

**13. The position for which I was hired was accurately represented at the interview:**

- Strongly Agree     Agree     Neutral     Disagree     Strongly Disagree

Comments: \_\_\_\_\_

**14. I was well aware of the University's mission statement:**

- Strongly Agree     Agree     Neutral     Disagree     Strongly Disagree

Comments: \_\_\_\_\_

**15. I felt that USM provided a welcoming, safe and supportive environment for its employees:**

- Strongly Agree     Agree     Neutral     Disagree     Strongly Disagree

Comments: \_\_\_\_\_

**16. Please indicate your primary reasons for leaving USM. If you have more than one reason, please indicate the order of importance for each item selected, #1 being the primary reason for leaving.**

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Better Benefits           | <input type="checkbox"/> Difficulty with Supervisor | <input type="checkbox"/> Involuntary Termination      | <input type="checkbox"/> Return to school |
| <input type="checkbox"/> Better Job opportunity    | <input type="checkbox"/> Family Circumstances       | <input type="checkbox"/> No advancement opportunities | <input type="checkbox"/> Retirement       |
| <input type="checkbox"/> Better working conditions | <input type="checkbox"/> Funding Ended              | <input type="checkbox"/> Rate of pay                  | <input type="checkbox"/> Self-employment  |
| <input type="checkbox"/> Commuting Distance        | <input type="checkbox"/> Illness                    | <input type="checkbox"/> Relocation                   | <input type="checkbox"/> Other _____      |

**17. Please indicate your overall job satisfaction at USM:**     Satisfied     Dissatisfied

**18. Is there anything that could have been done to prevent your leaving?**

\_\_\_\_\_

**19. Would you recommend USM as a place of employment?**     Yes     No

Why or why not?

\_\_\_\_\_

**If there is anything you would like us to know that we haven't asked, please indicate below:**

\_\_\_\_\_

**20. Demographics:**

This section requests specific information about you. Your response to this is **voluntary**. Please check the following that apply:

- |   |                                      |                                 |
|---|--------------------------------------|---------------------------------|
| <input type="checkbox"/> White, not of Hispanic origin  | <input type="checkbox"/> Hispanic    | <input type="checkbox"/> Male   |
| <input type="checkbox"/> Black, not of Hispanic origin  | <input type="checkbox"/> Disabled    | <input type="checkbox"/> Female |
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> Veteran     |                                 |
| <input type="checkbox"/> Asian/Pacific Islander         | <input type="checkbox"/> Other _____ |                                 |

Please mail the completed Exit Survey to:

University of Southern Maine  
Benefits - 128 School Street  
Gorham, Maine 04038.

Attn: Claire Hassler

Thank you for taking the time to complete this survey.