

Stay Interview Evaluation Form Template

Employee Name:					Name of Interviewer:	
Job Title:					Date / Time of Interview:	
Supervisor Name:						
		<i>Poor</i>	<i>OK</i>	<i>Great</i>		
Q1	How does the employee feel about their overall job duties?				Describe:	
Q2	Does the employee feel recognized for their work achievements?				Describe:	
Q3	Does the employee feel encouraged in their role?				Describe:	
Q4	What is the employee's work-related stress level?				Describe:	
Q5	How well does the employee's manager/supervisor communicate?				Describe:	
Q6	How well does the employee fit in with their team?				Describe:	
Q7	How does the employee feel about growth potential within their role?				Describe:	
Q8	How does the employee feel about opportunities for learning?				Describe:	
Q9	What is the employee's overall view on job satisfaction?				Describe:	
Q10	How likely is the employee to stay with the company?				Describe:	
# of checkmarks for each rating, poor, ok, great (total should = 10) -->						
What was YOUR overall impression of the employee's job satisfaction? (circle one)		Poor	OK	Great	Describe:	
Is follow-up needed with the employee? (circle one)			No	Yes	Describe:	