Employee Exit Interview Form

People leave for reasons nobody writes down. Ask on the way out — the real reason, what worked, what should change — and the answers start to stack up across leavers.

Employee name *

Role and team *

Last working day *

Main reason for leaving *

What worked well in the role

What would you change *

Would you consider returning in future?

- [ ] Yes
- [ ] No
- [ ] Maybe

I am happy for this feedback to be shared with my manager