

**MIAMI COUNTY
PERSONNEL POLICY MANUAL**

EXIT INTERVIEW FORM	FORM 16 PAGE 1 OF 2
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Name: _____ Separation Date: _____

Job Title: _____ Date of Hire: _____

Reason for Separation: _____

EMPLOYEE'S EVALUATION OF THE JOB

	Excellent	Satisfactory	Fair	Poor	Unsatis- factory
Interest Job Held					
Performance Recognition					
Supervisory Fairness					
Chance for Advancement					
Wages and Benefits					
Rapport with Other Workers					
Training received on the Job					
Description of Position Compared to Actual Work					
Communication Between Employees and Management					
General Working Conditions					

(Please complete reverse side)

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Employee's Comments: _____

Employee Signature

Date