



Thank you for your service to the University of Nebraska-Omaha and the Nebraska University System. In the interest of seeking constant improvement, we request one last favor. The following form asks questions about your experiences at UNO: what went well, what didn't go so well, and where can we grow.

Your responses will be confidential. If you share something that needs to be addressed (example: a hostile work environment, or an illegal situation with in the department), we will do so while making every attempt to protect your confidentiality. When possible and appropriate, these issues will be addressed after the reporting employee's last day in order to protect their anonymity.

Should you wish to discuss these questions and answers in person, please feel free to reach out to Laura Schonlau or Rachel Radel for an appointment. We may reach out to you if we have questions or concerns that need clarification.

Thank you for your assistance.

Employee Name

Employee Title

Department

Supervisor Name

Employee Email Address

Employee Phone Number

Today's Date

Last Day of Employment

Why are you leaving UNO? Please check all that apply.

If 'other', please list here.

Personal Reasons

Medical Benefits

Quality of Supervision

Work Environment

Pay

Other

When did you begin looking for another job?

Was there a single event or reason that caused you to start looking for a new job? If so, what was it?

Please explain your reasons for leaving in more detail.

What suggestions for improvement do you have for us? This may be for the University as a whole, your department, or just your position.

Would you recommend UNO to your friends and family as a good place to work?

Yes

No

Yes, but not in my department or position

Please tell us why.

Improvement Survey

I believe I was treated like a valuable member of UNO.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

My immediate supervisor let me know when I was doing a good job.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

I felt free to suggest to my supervisor changes that would improve my department..

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

My job duties and responsibilities were clearly defined.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

I received proper training in order to perform my job effectively.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Employee problems and complaints were resolved fairly and promptly in my department. .

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

If I had questions or concerns, I felt comfortable speaking with my immediate supervisor.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

If I had questions or concerns, I felt comfortable speaking with upper management.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

If I had questions or concerns, I felt comfortable speaking with Human Resources.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

I was kept well informed about UNO, its policies and procedures and other important information.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

I felt that UNO provided me with job security.

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Comments

What else would you like us to know?

Signature: _____

Please save this document as a PDF using lastname,firstname,date as the file name. Email this form to Rachel Radel at rradel@unomaha.edu.

If you wish to speak with a member of Human Resources regarding this interview, please email Laura Schonlau at lschonlau@unomaha.edu or Rachel Radel at rradel@unomaha.edu.