

# Employee Retention Survey Form

**Personal Information:**

Employee Name: \_\_\_\_\_

Years in Organization: \_\_\_\_\_

Job Title: \_\_\_\_\_

Manager: \_\_\_\_\_

**Retention Factors:**

Factor	Very Important	Somewhat Important	Not Important	Comments
Competitive Salary	[ ]	[ ]	[ ]	
Opportunities for Advancement	[ ]	[ ]	[ ]	
Work-Life Balance	[ ]	[ ]	[ ]	
Recognition and Appreciation	[ ]	[ ]	[ ]	
Effective Leadership	[ ]	[ ]	[ ]	

**What Could Be Improved?**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Evaluator's Notes:**

1. \_\_\_\_\_

2. \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_