Exit Questionnaire

Queen Mary values its staff and recognises the importance of understanding why employees leave the university.

The exit questionnaire is a useful tool for collecting information at an institutional level in an efficient and accessible way. This does not, however, replace the exit interview and we do still encourage managers to informally meet with staff so that they may gather local feedback to inform local decision-making. We also encourage staff to have open and honest discussions with their line manager or an alternate before they leave.

This questionnaire is designed to provide you with the opportunity to comment in confidence on your experiences within the workplace.

The information you provide will be used to analyse general employment trends at Queen Mary, and help us, where necessary to review and improve our employment practices.

As the questionnaire is for general feedback only and reported on periodically, there should be no expectation of a reply from the university. Where a response is needed, we should ask if you would please direct such comments to the relevant line manager or a member of Human Resources staff.

The questionnaire should take no longer than 10 minutes to complete.

Thank you for taking the time to contribute to this research.

Please complete electronically, where possible. If completed in paper form, please hand into Human Resources.
About You

1. Name (optional) ..........................

2. Leaving date ..........................

3. Gender:
   Male  □ Transgender □ Prefer not to say □
   Female □ Other □

4. Grade:
   1  □ 4 □ 7 □
   2  □ 5 □ Above 7 □
   3  □ 6 □

5. Staff Category:
   Academic, Education and Research (non-clinical) □
   Academic, Education and Research (clinical) □
   Research □
   Academic, Teaching and Scholarship (non-clinical) □
   Academic, Teaching and Scholarship (clinical) □
   Professional □
   Operational □
   Technical □

6. School/Directorate/Institute  ..................................................
7. **Nationality**

- British
- EU
- Other

(Other than British)

8. **Age range (years):**

- 16-19
- 20-24
- 25-29
- 30-34
- 35-39
- 40-44
- 45-49
- 50-54
- 55-59
- 60-64
- 65 or over

9. **Length of Service at QMUL:**

- Less than 6 months
- 6 months to 1 year
- 1-2 years
- 2-5 years
- 5-10 years
- 10-15 years
- 15-20 years
- 20-25 years
- 25-30 years
- Over 30 years

10. **Ethnicity:**

- Asian or Asian British - Bangladeshi
- Asian or Asian British - Indian
- Asian or Asian British - Pakistani
- Asian or Asian British - Other Asian backgrounds
- Mixed - White and Asian
- Mixed - White and Black African
- Mixed - White and Black Caribbean
- Mixed - Other Mixed backgrounds
- Black or Black British - African
- Black or Black British - Caribbean
- Black or Black British - Other Black backgrounds
- White - British
White – Irish
White - Other White backgrounds
White - Gypsy/Traveller
Chinese
Other ethnic background
Prefer not to say

Why You Are Leaving

11. Please select the 2 main reasons for leaving and/or for looking for alternative employment

☐ Promotion/enhanced career prospects
☐ Career change/return to education/training
☐ Personal/family/health reasons
☐ End of fixed-term contract
☐ Retirement
☐ Redundancy
☐ Location (leaving area/work nearer home)
☐ Dissatisfaction with pay/conditions/better offer from new employer
☐ Dissatisfaction with job (content/duties/workload)
☐ Dissatisfaction with management style/personality conflicts
☐ Lack of flexibility in working hours
☐ Pressure of work
☐ Brexit – concern regarding future right to work in the UK
☐ Brexit – concern regarding impact on the sector in the UK
☐ Brexit – personal impact (feeling of belonging/feeling valued)
☐ Brexit – all of the above
☐ Other ..............................................................
12. What, if anything, would have encouraged you to stay at Queen Mary?

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13. Where are you going?

☐ Working in a higher education provider
☐ Working in another education provider
☐ Working in a research institute (private)
☐ Working in a research institute (public)
☐ NHS/General medical practice/General dental practice
☐ Working in another public sector organisation
☐ Working in the voluntary sector
☐ Working in the private sector
☐ Self-employed
☐ Registered as a student
☐ Retired
☐ Not in regular employment
☐ Other .................................................................

14. If you have moved onto another higher education provider, to which institution are you moving?

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15. Where applicable, where will your new position be located?

☐ England ☐ Other EU
☐ Wales ☐ Non-EU
☐ Scotland ☐ Not known
☐ Northern Ireland ☐ Prefer not to say
☐ UK (not otherwise specified)
Your experience

16. What have been the two best aspects of working for QMUL?

- Interesting job
- Salary/Pay
- Staff development/training
- Management style
- QMUL values
- Flexibility/work-life balance
- Conditions of service
- Job security
- Promotion opportunities
- Team/colleagues
- Other (please state below)

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17. What have been the two worst aspects of working for QMUL?

- Limited/declining interest in the job
- Salary/Pay
- Lack of Staff development/training
- Management style
- Conditions of service
- Lack of flexibility/work-life balance
- Workload
- Limited job security
- Unnecessary bureaucracy
- Lack of promotion opportunity
- Other (please state below)

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Any other general comments:

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Signature: ...................................................... Date: ..................................