

# EXIT

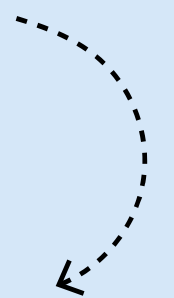
# INTERVIEWS

## WHAT IS IT & HOW DOES IT BENEFIT EMPLOYERS



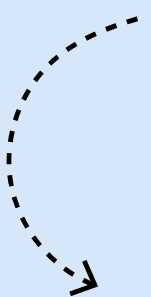
### What is an exit interview?

An exit interview is a strategically executed review with departing employees. It is usually a 1:1 conversation containing a series of questions.

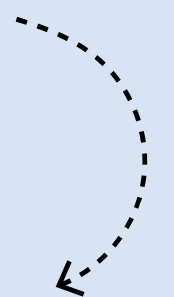


### Format

The questions seek to determine individual thoughts & perceptions of the company. Employees are well placed to provide accurate feedback of their roles.



Usually, line managers do not hold these meetings due to the risk of damaging relationships and if there are concerns to discuss concerning line managers directly, then the employee is unlikely to reveal this. Senior managers or HR should conduct these.



### How HR Habitat can help

We, as your HR business partner, lead the entire employee lifecycle process including exit interviews. We also devise the structure to give you accurate insight.





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## HOW DOES IT BENEFIT ME?



### Vital Data

Employees are likely to offer genuine feedback on their experience and their view for improvements. You may come to find out new information you otherwise may not have known.



### Example

Concerns around not enough/inadequate training may come to light during these interviews. Employers can act on this to improve training methods and save on costs and improve staff retention rates.



It is not to say employers have to action every suggestion, however, being open to hearing true views will allow for wider considerations to improve business functions and processes. In turn, this will improve service and client relationships.



### Risks

Avoid constructing questions in-house as this can be viewed to be bias. Outsourced HR execution will allow you to utilise this process to gain maximum benefit without pre-assumed agendas.

