

Personnel Exit Interview  
 Board of Cooperative Educational Services  
 Madison-Oneida Counties  
 Verona, New York 13478

Employee's Name: \_\_\_\_\_ Position Held: \_\_\_\_\_

Beginning Date of Employment \_\_\_\_\_ Date of Separation: \_\_\_\_\_

Social Security No. \_\_\_\_\_

Interviewed By \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Reason for Termination

<u>Voluntary</u>	<u>Involuntary</u>	<u>Other</u>
___ Abandoned job/no	___ Violation of BOCES Regulation or Policy	___ Leave of absence/authorize
___ Reason to seek other employment	___ Chronic absenteeism! tardiness	___ Strike or other industrial controversy
___ Dissatisfaction with job	___ Misconduct, Insubordin- ation, dishonesty	___ Other (explain on reverse side)
___ Personal/domestic reasons	___ Not qualified for job (poor performance or lack of required certi- fication)	
___ Left area/changed residence	___ Falsification of records or statements	
___ To attend school	___ Health condition	
___ Health conditions	___ Lack of work	
___ Lack of transportation	___ Left involuntarily/ other reasons( explain on reverse side)	
___ Voluntary retirement		
___ Refused transfer		
___ Failed to return from leave of absence		
___ Desire working only 1 2, or 3 days per week		
___ Reduced to part time		
___ Quit in anticipation of discharge		
___ Left voluntarily/other reasons (explain on reverse side)		

What was the most important thing you learned while working at BOCES? \_\_\_\_\_

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What was the best thing about working at BOCES? \_\_\_\_\_

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What did you like the least about working at BOCES? \_\_\_\_\_

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**What would have kept you as a BOCES Employee?** \_\_\_\_\_

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**Would you come back if the BOCES offered?** \_\_\_\_\_

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